

CHECK LIST Tower 1



Information Included

- Original Worksheet
- Agreement of Purchase and Sale Addendum x3
- Acknowledgment of Condo Docs
- Co-operating Broker Agreement (if applicable) (business cards attached)
- Amendments (if applicable)

photocopy

	✓	✓	✓						✓

Purchaser Information:

- Name
- Address
- Date of Birth (dd/mm/yy)
- S.I.N (photocopy of card for file)
- Drivers License (photocopy of card for fie)

✓	✓				
---	---	--	--	--	--

Contact Information

- Res. Phone Number
- Bus. Phone Number
- Cell Phone Number
- Email

✓				
	✓			

Solicitors Information

--

Deposits

- Cheques Received
 - Cheque # 1 June 9/08
 - Cheque # 2 June 9/08
 - Cheque # 3 Oct-9/08
 - Cheque # 4 June 9/09
- Photocopy of Cheques
- Cheques chronologically Numbered

✓	✓	✓	✓	✓	✓	✓
---	---	---	---	---	---	---

Prospect'In

- Acknowledgment Noted

✓

Lonewolf

- Trade Entered/ In2ition File Created

NOTES

--