

APRIL 26, 2023

PVHL: 1234 EXPIRES: APRIL 30, 2025

LOT: 56 BLOCK: 78 PLAN: 4321

SUBDIVISION: FALCON LAKE

PARKS VACATION HOME LEASE/PERMIT SEARCH RESULTS

PLEASE BE SURE TO NOTE THE REQUIREMENTS TO REGISTER AN ASSIGNMENT / COLLATERAL RECORDING.

TO: Joe Lawyer EMAIL: JLawyer@hotmail.com RE: PARKS VACATION HOME LEASE/PERMIT SEARCH RESULTS Your File No.: 5678 JL Total No. Pages: 1	FROM: REAL ESTATE SERVICES PARK LANDS LEASES & PERMITS FAX: 1-204-239-3560 PHONE: 1-866-210-9589	ABC
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LEASE HOLDERS: Joseph Walter Doe and Jane Mary Doe Held as: <input checked="" type="checkbox"/> Joint Tenants <input type="checkbox"/> Tenants in Common <input type="checkbox"/> Individual <input type="checkbox"/> Corporation	LAND RENTAL & SERVICE FEES: <input checked="" type="checkbox"/> \$ <u>1,562.10</u> Land Rental <input checked="" type="checkbox"/> \$ <u>615.23</u> Service Fee <input type="checkbox"/> \$ _____ Chief Place of Residence <input checked="" type="checkbox"/> \$ <u>10.50</u> Dock <input type="checkbox"/> \$ _____ Boathouse <input type="checkbox"/> \$ _____ _____ 2022/2023 FEE WAS \$ 2,187.83 <input type="checkbox"/> UNPAID <input checked="" type="checkbox"/> PAID (covering previous billing year of April 1, 2022 to March 31, 2023) 2023/2024 FEE WILL BE \$ <u>2,187.83</u> (covering current billing year of April 1, 2023 to March 31, 2024) 2023/2024 invoices tentatively scheduled to go out end of January 2024 & payment is due within 30 days of invoices being issued.	LAND RENTAL & SERVICE FEES WILL REMAIN THE SAME FOR THE 2023/2024 BILLING YEAR Public Reserve charges not increasing at this time (i.e. dock) ACCOUNTS ARE REQUIRED TO BE PAID IN FULL PRIOR TO PROCESSING ASSIGNMENTS
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***PLEASE NOTE THAT SOME FORMS HAVE RECENTLY BEEN REVISED – PLEASE ENSURE CURRENT FORMS ARE SUBMITTED**
 Current assignment forms are available for download on our website at <http://resd.ca/downloads/webforms/ParkForms.aspx>
 Assignments received on outdated forms (dated prior to 2019) will be rejected – Application Addendum forms **MUST** be current

TO REGISTER AN ASSIGNMENT / COLLATERAL RECORDING THE FOLLOWING IS REQUIRED (SUBMITTED TO THIS OFFICE):

NOTE: INCOMPLETE, ILLEGIBLE, IMPROPERLY COMPLETED, OR OUTDATED FORMS **WILL BE RETURNED**.

- ASSIGNMENT FORM FOR PARKS VACATION HOME LEASE/PERMIT** - in duplicate, on legal size paper, NO photocopies - \$40 fee
- APPLICATION ADDENDUM DECLARATION FORM** - one form for each new lessee(s) only - no fee
- CHIEF PLACE OF RESIDENCE DECLARATION FORM** - one form to be completed by all Assignee(s), not in duplicate - no fee
- PARKS VACATION HOME LEASE NO. 1234-** the valid, most current, for endorsement purposes (NO photocopies)
- AFFIDAVIT OF LOSS OF LEASE FORM** - IF the valid, most current Lease is misplaced/lost - \$40 fee
- EMAIL CONSENT FORM** ***OPTIONAL*** - one form for new primary client only, and only IF the Lot Holder(s) is/are wanting invoices to be emailed - no fee
- ASSIGNMENT FORM FOR PARKS VACATION HOME LEASE/PERMIT FOR SECURITY PURPOSES** - in duplicate, on legal size paper, NO photocopies - \$40 fee
- DEATH CERTIFICATE OR FUNERAL DIRECTOR'S STATEMENT** - ORIGINAL OR NOTARIAL COPY - \$40 Fee (for joint tenancy)
- GRANT OF PROBATE / LETTERS OF ADMINISTRATION** - original or notarial copy
- PAYMENT OF CURRENT BALANCE:** \$ _____
- RECORDING No. _____ REGISTERED ON FILE, dated _____, in favour of _____**
 - To be discharged prior to processing an assignment or will be stated as a condition of assignment / any new recording will be registered as second.
- OUTSTANDING WORK ORDERS / COMMENTS**

Please note that a lot and block marker is required to be displayed, on a man-made structure, visible from both the road and lake side (if applicable). The marker should be located in such a spot that it remains visible year-round through all weather conditions for development, inspections and emergency situations.

Any future owner or occupier of a lot will be responsible for the location of all development on their lot. Should a survey certificate be obtained that identifies a structure has been built contrary to an approved site plan, the owner/occupier may be responsible for any and all cost to address the issues, as directed by the Parks Branch.