



## Strata Documents Checklist

- Form B (Should be no older than 1 month)
- Financial Statements (Ideally within 2 months old)
- Depreciation Report
- Insurance Certificate
- Bylaws (Officially filed version)
- Rules
- Strata Plan
- Form V: Schedule of Unit Entitlement (For stratas built post-2000)
- General Meeting Minutes (For the last 2 years)
- General Meeting Notice Packages (For the last 2 years)
- Council Meeting Minutes (For the last 2 years)
- Professional and Engineering Reports
- Warranty Certificate (If the building is within 10 years old)
- Any correspondence related to the strata lot
- General Index (To be obtained from LTSA)

*Compliments of Condo Clear Services Inc.*