



McKenzie Towne Council

Lawyer Request Form

Ensure this form is filled out in full, or it will be returned.

To: Sami Amery
 McKenzie Towne Council

Phone: (403) 781-6612

Fax: (403) 930-1551

Please cc to: Adrienne Hanneson
csr@mtcouncil.com

From: _____

Phone: (____) ____-____

Fax: (____) ____-____

Email: _____

PLEASE ALLOW UP TO 3 BUSINESS DAYS FOR RESPONSE.

Property information:

Date: MM/DD/YYYY

Address: _____ Postal code: _____

Title #: _____

Legal description: _____

Current homeowner name(s): _____

New homeowner information:

Purchaser(s) (please print): _____

Rental property: Yes No Possession date: MM/DD/YYYY

In accordance with the encumbrance on title, we require the following property owner information.

Purchaser's email: _____ Phone: _____

Alternate billing address: _____ Postal code: _____

Please forward payments to: 40 McKenzie Towne Blvd. SE, Calgary, Alberta, T2Z 4X5

Please indicate if you are acting on behalf of the: Seller Purchaser

Requested by (signature): _____

****Please be advised: the purchaser's lawyer MUST forward a copy of the land title showing the new owner and possession date once the sale closes. If sale does not transpire, please inform our office immediately at (403) 781-6612 ext. 0. (E&OE).****

MTC OFFICE USE ONLY

Fees: Current—June 1 to May 31	<u>YEAR</u>	Upcoming—June 1 to May 31	<u>YEAR</u>
Current Residents' Association fee: (incl GST) \$ _____		Residents' Association fee: (incl GST) \$ _____	
Paid: (incl GST) \$ _____		Paid: (incl GST) \$ _____	
Outstanding: (incl GST) \$ _____		Outstanding: (incl GST) \$ _____	
Fiscal year: June 1 st _____ to May 31 st _____		Fiscal year: June 1 st _____ to May 31 st _____	

Staff name: _____ Date: _____ Time: ____ : ____

Return to Lawyer's office.