HUMMINGBIRD
NOTARIES

VANCOUVER
323 Jervis St #60,
Vancouver, BC V6C 3P8
(Coal Harbour Seawall)

Purchase Questionnaire

Please complete this questionnaire and return it to us as soon as possible so that we can prepare your file. You can type into this form on your computer, or print it and complete it by hand.

Date completed

Completed by

1. Property Details

Confirm the property address

Purchase price

Completion date

Is this property a:

☐ Stand-alone home ☐ Duplex ☐ Condo ☐ Other

If the property is a strata (condo or townhouse):

Strata management company name

Strata insurer name

Your mortgage advisor

Name

Email

Phone number

2. Buyer Information

Please complete one set of details for each buyer. If there are more than two buyers, please tell us in section 8.

Buyer 1

Legal name (exactly as it appears on your ID)

Date of birth

Occupation

Social Insurance Number (SIN)

Phone number

Email address

Citizenship status

☐ Canadian citizen ☐ Permanent resident ☐ Non-resident

Buyer 2

Legal name (exactly as it appears on your ID)

Date of birth

Occupation

Social Insurance Number (SIN)

Phone number

Email address

Citizenship status

☐ Canadian citizen ☐ Permanent resident ☐ Non-resident

3. Documents to Send (as PDF attachments)

For each buyer:

☐ One piece of photo ID

☐ Proof of SIN (SIN card, Notice of Assessment, BC Services Card SIN page, T4 or paystub)

For the purchase:

☐ A void cheque or pre-authorized debit (PAD) form for the account your mortgage payments will be deducted from

4. Insurance

Insurance agent name

Firm name

Agent phone number

Agent email address

We recommend that you retain an insurance agency as soon as possible, complete the payment, and ensure that your insurance is set up to be effective one day before the completion date.

5. Additional Information

Will the property be your principal residence?

☐ Yes ☐ No

If not, please provide your current residential address

Will the property be used for rental purposes?

☐ Yes ☐ No

If there is more than one buyer, how would you like to hold title?

☐ Joint tenancy: right of survivorship. If one owner passes away, their share goes to the surviving owner(s).

☐ Tenants in common: you each own your share separately, and you will need to set out in your Will what is to happen to your share.

If tenants in common, the percentage owned by each buyer

6. First-Time Home Buyer

Please answer for each buyer. If the buyers lived at separate addresses, please give the addresses for each buyer.

Buyer 1: are you a first-time home buyer?

☐ Yes ☐ No

Buyer 1: current address

Date you began residing there

Buyer 1: previous address (if at current address less than two years)

Dates resided there

Buyer 2: are you a first-time home buyer?

☐ Yes ☐ No

Buyer 2: current address

Date you began residing there

Buyer 2: previous address (if at current address less than two years)

Dates resided there

7. Marital Status

Buyer 1

☐ Married to other buyer ☐ Common-law with other buyer ☐ Spouse not on title ☐ Single

Buyer 2

☐ Married to other buyer ☐ Common-law with other buyer ☐ Spouse not on title ☐ Single

If you have a spouse or common-law partner who will not be registered on title, please provide their name, as additional documentation may be required by the lender.

Name of spouse or common-law partner not on title

8. Anything Else We Should Know

Additional buyers, special circumstances, deadlines or questions for us

9. Appointment and Identification

We will tentatively schedule your signing appointment, provided we receive the above information promptly.

Please ensure each buyer brings three pieces of valid, original identification:

1. One primary government-issued photo ID (for example, a passport or PR card)
2. One secondary government-issued ID (for example, a driver's licence)
3. One additional ID with your name and signature (for example, a signed credit card)

Please note:

All identification must be valid and unexpired.

Names on your ID must match your legal documents exactly. If you have had a change of name, please bring your change of name certificate from BC Vital Statistics.

Unsigned credit cards are not acceptable.

☐ I confirm each buyer will bring the required identification

10. Additional Notes

Please bring a void cheque for mortgage payment setup, if required.

We will provide you with the bank draft amount required to complete your purchase closer to the completion date. This bank draft must be brought with you to your signing appointment, payable to "Tanvi Ahuja Notary Corporation, in Trust".

We never change payment instructions by email. If you receive an email asking you to send funds elsewhere, call us on 604.760.1037 before doing anything.

We look forward to hearing from you soon.

This questionnaire collects information for your file. It is not legal advice, and it does not create a notary-client relationship until we confirm your engagement in writing. Your information is handled in accordance with our Privacy Policy at notaryinbc.com/privacy-policy.