HUMMINGBIRD
NOTARIES

Unit 60, 323 Jervis Street, Vancouver, BC V6C 3P8
604.760.1037 | ask@hummingbirdnotaries.com | notaryinbc.com

What to Bring to Your Appointment

Tick each item as you go. Please do not sign anything before your appointment.

EVERY APPOINTMENT

- ☐ Two pieces of identification. One must be government photo ID (passport, driver's licence or BC Services Card). Names must match your documents.
- ☐ Your completed questionnaire, uploaded to the secure link we emailed you
- ☐ Your reading glasses, and an adult interpreter if you need one (service is available in English and Hindi, and spoken Punjabi and Urdu)

WILL

- ☐ Your own second witness: an adult who receives nothing under your Will, with two pieces of ID
- ☐ Copies of any existing Will, Power of Attorney or Representation Agreement
- ☐ Full names and addresses of your executors, guardians and beneficiaries

POWER OF ATTORNEY OR REPRESENTATION AGREEMENT

- ☐ Full names and addresses of the people you are appointing, and any alternate
- ☐ Copies of any existing Power of Attorney or Representation Agreement

BUYING A HOME

- ☐ Bank draft for your down payment and closing costs, payable to "Tanvi Ahuja Notary Corporation In Trust" (we do not accept wires or e-Transfers for closing funds)
- ☐ Proof of home insurance (strata buyers: contents and liability insurance)
- ☐ Your mortgage broker or lender's contact details

SELLING A HOME

- ☐ All keys, fobs, garage openers and mailbox keys (or arrange this with your realtor)
- ☐ Details of every mortgage or line of credit on the property (last four digits of account numbers only)

NOTARIZATIONS, DECLARATIONS AND TRAVEL LETTERS

- ☐ The document, unsigned. You sign in front of us
- ☐ Originals of any documents you need certified
- ☐ Travel letters: the child's passport details, the travelling adult's details and the trip dates
- ☐ Common-law declarations: both partners, and the date you started living together

We never change payment instructions by email. If you receive a message saying our banking details have changed, call 604.760.1037 before you do anything.