

Condominium Document Review (The Archer CDR)

Documents you should have are:

- Registered Condominium Plan
- Current bylaws of the Corporation
- Most recent financial statements, if any, of the Corporation
- Budget of the Corporation
- A statement setting out the amount of the monthly contributions (condominium fees) and the basis on which that amount was determined
- Any minutes of proceedings of a general meeting of the Corporation or of the board for the past 12 months
- Any special resolutions
- Insurance Certificate
- Any lease agreement or exclusive use agreement with respect to the possession of a portion of the common property, including a parking stall or storage unit
- The particulars of, or a copy of, any subsisting management agreement
- The particulars of, or a copy of, any subsisting recreational agreement
- A statement setting out structural deficiencies that the Corporation has knowledge of at the time of the request in any of the buildings that are included in the Condominium Plan
- A statement setting out the amount of the capital replacement reserve fund
- Most recent reserve fund report
- Most recent reserve fund plan
- The particulars of any post tensioned cables located anywhere on or within the Property
- A statement setting out the amount of any contributions due and payable in respect of a unit
- The particulars of any action commenced against the Corporation and served on the Corporation
- The particulars of any unsatisfied judgement or order for which the Corporation is liable
- The particulars of any written demand made on the Corporation for an amount in excess of \$5,000 that, if not met, may result in an action being brought against the Corporation