



**MORTGAGE INFORMATION**

Bank – Branch, Telephone Number AND Contact Person

\_\_\_\_\_

\_\_\_\_\_

Broker – Name and Telephone \_\_\_\_\_

**FIRE INSURANCE (NOT APPLICABLE FOR CONDOMINIUMS)**

Name and Telephone Number of Agent

\_\_\_\_\_

**\*\*IMPORTANT: Please instruct your agent to fax us confirmation of insurance with enough time prior to closing. We need this in order to complete the transaction.\*\***

Have you or your spouse ever owned a home anywhere in the world before?  Yes  No

Water (check one):  Metered  No Meter  Well or Cistern

How is the house heated (check one):  Gas  Electric  Oil

Were you provided with a copy of a survey of the property by the vendor or the agent?  Yes  No

**IMPORTANT Mandatory Identification:** Please be advised that you will need to produce two pieces of identification: Photo Id (Valid Driver’s License or Passport) and either SIN card, birth certificate or credit card. *\*This is mandatory.\** Please come to our office asap to present this identification (we will photocopy it for the file). *\*Please check our website under Resources for a list of suitable Identification. **\* If you do not have the required identification, please telephone us immediately to discuss.***

**Void Cheque:** We are sometimes required to provide the bank (or condo corporation, if applicable) with a void cheque. *Your cheque must have your pre-printed name on it.*

**IMPORTANT – Please note that when you attend the appointment to sign the legal documents, the closing funds required MUST be provided by CERTIFIED CHEQUE or BANK DRAFT. Regular Cheques are NOT accepted and the closing will not occur. *\*Please ensure you bring a CERTIFIED CHEQUE or BANK DRAFT.\****

**Checklist:**

- Ensure you have completed & provided all information on this form (including VOID cheque, etc.).
- Ensure you have the Mandatory Identification. Please come to our office to present this PRIOR to the Closing (we will photocopy your ID for the file).
- Ensure you have instructed your insurance agent/company to FAX to us ASAP prior to the closing – the confirmation of Insurance. If we do not have this, the closing will not occur.
- **Note that only CERTIFIED CHEQUE or BANK DRAFT are to be provided for the closing funds. Regular Cheques are NOT accepted.**
- Please email this completed form to [reception@dudziclaw.ca](mailto:reception@dudziclaw.ca), or fax this form back to us as soon as possible.