

FORM GG  
[Section 53]

**Estoppel Certificate**

\_\_\_\_\_ (the "corporation")  
*(name of condominium corporation)*

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

Re: UNIT No. \_\_\_\_\_ (the Unit)

**CERTIFICATE**

The corporation certifies that, as of the above date:

**Common Expense Fund and Reserve Fund**

1. The corporation has passed bylaws pursuant to *The Condominium Property Regulations, 2001* to effect a reapportionment of common expenses or reserve fund contributions:

Yes If yes, describe the reapportionment:

\_\_\_\_\_  
\_\_\_\_\_

No

2. The total amount of the condominium fees levied respecting the unit is: \_\_\_\_\_ .

This consists of:

A common expense contribution in the amount of: \_\_\_\_\_

A reserve fund contribution levied in the amount of: \_\_\_\_\_

3. The amount of any unpaid common expense and reserve fund contributions or arrears respecting the unit is: \_\_\_\_\_

4. The amount of the reserve fund is: \_\_\_\_\_

5. The manner in which the contributions are payable (for example, by annual or monthly instalments) is: \_\_\_\_\_

6. The manner in which the contributions can be paid (for example, by credit card, automatic withdrawal, post-dated cheques etc.) is: \_\_\_\_\_

7. There is an extraordinary contribution levied on the unit:

Yes If yes, provide the following:

The amount levied is: \_\_\_\_\_

The amount is due on: \_\_\_\_\_

The amount unpaid is: \_\_\_\_\_

The amount past due is: \_\_\_\_\_

No

8. The condominium and the unit have been converted from a previous use as an apartment, tenement or flat:

Yes If yes, a copy of the reserve fund study is attached at no additional charge.

No If no, a copy of the reserve fund study report is available for the following additional fee: \_\_\_\_\_

Date of report: \_\_\_\_\_

If report is not available, explain why: \_\_\_\_\_

9. The qualifications of the person who conducted the reserve fund study are:

\_\_\_\_\_  
\_\_\_\_\_

and the person held liability insurance in a minimum amount of \$1,000,000 through \_\_\_\_\_ .  
*(provide name of insurer)*

10. The corporation states that the person who conducted the reserve fund study and/or wrote the report is **NOT** an owner, employee or agent of the corporation; a property manager of or otherwise associated with the corporation; an owner employee or agent of the developer; a property manager of or otherwise associated with the developer.

Yes

No If no, indicate relationship of person who did the study to the corporation or the developer: \_\_\_\_\_

11. The corporation has adopted a funding plan in conformity with the recommendation in the reserve fund study report:

Yes If yes, provide the particulars of compliance:

\_\_\_\_\_  
\_\_\_\_\_

The amount unpaid is: \_\_\_\_\_

The amount past due is: \_\_\_\_\_

No If no, why not or in what way is the funding plan not consistent with the recommendation in the report?

\_\_\_\_\_  
\_\_\_\_\_

**Financial Statements**

12. The corporation indicates that the financial statements were last:

- Audited on \_\_\_\_\_  
*(date of last audit)*
- Reviewed on \_\_\_\_\_  
*(date of last review)*
- Have not been audited or reviewed since the last annual general meeting.  
Why not?  
\_\_\_\_\_

*(include information in regards to resolutions that dispensed with an audit or a review)*

13. Since the date of the last audited or reviewed financial statements of the corporation, there has been no material change in the assets or liabilities of the corporation except as follows:

\_\_\_\_\_  
\_\_\_\_\_

14. A copy of the corporation's most recent financial statements are available for the following additional fee: \_\_\_\_\_

15. A copy of the corporation's current budget is available for the following additional fee: \_\_\_\_\_

**Parking**

16. The type of parking included with the unit pursuant to section 11 of *The Condominium Property Act, 1993* is:

- Parking is not required to be provided pursuant to section 11 of *The Condominium Property Act, 1993*.
- An exclusive use parking space. The space number is: \_\_\_\_\_
- A parking unit. The unit number is: \_\_\_\_\_

17. The details of any additional parking included with the unit or available for rent or purchase is:

- Nothing available
- Available for rent  
The unit/space number is: \_\_\_\_\_  
The cost is: \_\_\_\_\_
- Available for purchase  
The unit/space number is: \_\_\_\_\_  
The cost is: \_\_\_\_\_

18. The details of any other exclusive use areas that are included with the unit are:

\_\_\_\_\_

19. There are additional monthly charges for the use of the parking spaces, parking units or other exclusive use areas:

Yes If yes, indicate any additional monthly charges and what the charge is for:\_\_\_\_\_

No

20. The corporation may disclose further particulars of the parking or any exclusive use area, including any special rules regarding those areas:

\_\_\_\_\_

\_\_\_\_\_

**Insurance**

21. In the case of a unit sold for residential purposes, there is a standard unit description:

Yes If yes, the standard unit description is attached.

No No attachment required.

22. The corporation holds insurance policies as required by *The Condominium Property Act, 1993*.

The particulars of the insurance are:

The name of the insurance carrier\_\_\_\_\_

The name of the insurance agent\_\_\_\_\_

The amount of the insurance\_\_\_\_\_

The renewal date \_\_\_\_\_

Any additional endorsements \_\_\_\_\_

The deductible\_\_\_\_\_

AND

A certificate of insurance is attached.

23. A copy of the corporation's insurance policies are available for the following additional fee:\_\_\_\_\_

**Bylaws**

24. The corporation continues to operate under the standard bylaws prescribed in *The Condominium Property Regulations, 2001*:

Yes If yes, a copy is available free of charge at Queen's Printer www.qp.gov.sk.ca and skip to question 27.

No If no, attach a copy of the corporation's current bylaws.

25. The corporation's bylaws and policies are in good standing and the most recent bylaws are filed with the Director:

Yes Date filed: \_\_\_\_\_

No If no, explain why: \_\_\_\_\_

26. The corporation has bylaws creating sectors and the unit is included in a sector:

Yes

No

**Agreements**

27. A copy of the corporation's current management agreement(s) is available for the following additional fee: \_\_\_\_\_

28. The corporation has entered into contracts that extend beyond one year:

Yes If yes, provide a list of the contracts that extend beyond one year:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No

29. There are plans or agreements that establish a short-term rental management pool for renting units within the corporation for periods of less than one month:

Yes If yes, provide the particulars:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No

30. The corporation has agreements with other condominium corporations:

Yes If yes, copies of the agreements are attached at no additional charge.

No No attachment required.

**Meeting and other Proceedings**

31. Copies of any annual general meeting and board minutes for the preceding year are attached:

Yes If yes, copies of minutes are attached at no additional charge.

No If no, why not:

\_\_\_\_\_  
\_\_\_\_\_

32. The date of the last annual general meeting was: \_\_\_\_\_

33. The date of the next annual general meeting, if known is: \_\_\_\_\_

34. Commencing after April 1, 2015, a copy of the most recent annual return is attached:

Yes If yes, a copy of the annual return is attached at no extra charge.

No If no, why not and provide the names and addresses of the members of the board of directors of the corporation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

35. The corporation has **NOT** been served with a notice of any unsatisfied judgment against the corporation, any existing orders or actions, or proceedings pending against or affecting the corporation before or issued by any court or any public authority having jurisdiction.

Yes

No If no, provide the particulars:

\_\_\_\_\_  
\_\_\_\_\_

36. The corporation has **NOT** taken any action nor has it received notice of any pending proceedings:

(a) for the transfer or lease of the common property or services units of the corporation or any part of it, except to the extent permitted under its bylaws in relation to the assignment of parking spaces and exclusive use areas to individual units;

(b) to authorize any substantial change in or addition to the common facilities, services units or any other assets of the corporation;

(c) to amend the condominium plan relating to the corporation as presently approved and filed;

(d) to amend the bylaws of the corporation as constituted pursuant to *The Condominium Property Act, 1993* or as presently filed;

(e) to amend the bylaws of the corporation to create or dissolve sectors within the corporation;

(f) for the appointment of an administrator for the corporation; and

(g) to terminate the condominium status of the land and buildings constituting the condominium property of the corporation.

Yes

No If no to any of (a) to (g), provide the particulars:

\_\_\_\_\_  
\_\_\_\_\_

**Property**

37. The corporation is managed by a property manager:
- Yes If yes, the name and contact information of the property manager is:  
\_\_\_\_\_
- No
38. The unit owner is prohibited from using some of the common property, common facilities or services units:
- Yes If yes, provide a list of the common property, common facilities or services units that the unit owner is prohibited from using:  
\_\_\_\_\_
- No
39. The corporation owns real property outside of the condominium plan that the unit is in:
- Yes If yes, provide a list of the real property that is owned including street address and value:  
\_\_\_\_\_
- No

**Development**

40. The construction of the common property, common facilities and any services units is complete:
- Yes No attachment required.
- No If no, the following are attached:
- a copy of the developer’s declaration or developer’s reservation for a plan titled:
    - before June 16, 2014, for all bare land and phased developments; or
    - on or after June 16, 2014, for all bare land, residential, conversion and phased developments; and
  - a detailed list of the expected attributes of those facilities and a proposed schedule of the construction and completion of any unfinished common property, common facilities and services units; and
- Indicate whether the developer’s security has been released:
- Yes
- No

41. If the unit is complete, a copy of any final inspection reports by the local authority detailing compliance with the zoning requirements and building and fire code requirements is attached:

- Yes
- No Reasons for not being available: \_\_\_\_\_
- N/A The unit is not complete

42. The corporation states that the unit factors among the units included in the condominium plan have been apportioned for each unit by the approximate area of that unit:

- Yes
- No If no, explain how apportioned:  
\_\_\_\_\_

**General**

43. The corporation is not aware of any material default by the present owner of the unit in fulfilling any of the owner’s obligations arising from membership in the corporation and ownership of the unit that would impact the future owner’s obligation and enjoyment of the unit, except as noted above on this estoppel certificate or noted below:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*(name of condominium corporation)*

by: \_\_\_\_\_  
*(Signature of officer of the corporation – include title)*

If you have any questions, about this estoppel certificate, please contact:

\_\_\_\_\_  
*(provide name and contact information)*