

Flex – Buying Procedures

Worksheet Checklist:

- Full Brokerage and Purchaser details
- 2 Valid Government issued Photo IDs required (Driver's License/Ontario ID Card, PR Card, Passport)
- Health Cards and Expired ID's will not be accepted.
- If providing photo ID without the Purchaser's current address, please ensure your client submits a document verifying their address (i.e. Hydro, Cable)
- Ensure the worksheet information is accurately completed.

Contract Signing

- All Agreements will be sent via DocuSign and MUST be signed same day.
- Any agreements not signed within the same day may be cancelled and re-assigned to another buyer.
- All Deposit Cheques must be received prior to a Deal being sent out for signing (deposit information will be shared on confirmation of your allocation)
- All purchases require a natural person on the Agreement of Purchase and Sale (Corporation are permitted to be on the Agreement)

General Rules

- Must have initial bank draft and post-dated cheques delivered to Sales Office during office hours prior to deal being typed.

Flex Condos Sales Office - 1149 Lakeshore Rd. E. Mississauga

Mon-Thurs 12-6pm, Fri Closed, Sat-Sun 12-5pm

- Cheques Made payable to "Robson Carpenter LLP In Trust."

- Please ensure the following information is included in the Deposit Cheque envelope:
 - o The deposit cheque memo to read: Flex Condos Suite # - Deposit #
 - o Agent business card is attached when the deposit cheque is dropped off.
- Mortgage pre-approval will be required within the 10-day conditional period.
- No Wire Transfers