**RULES & PROCEDURES**

1. All worksheets must be submitted to [worksheet@royallepagesignature.com](mailto:worksheet@royallepagesignature.com) by Tuesday April 19, 2022 at 11:00am.

2. **Deals are written FIRM.** The agreement is posted online for review in advance. The Vendor will not be accepting any legal changes.

3. Sales are limited to a maximum of one (1) home per purchaser.

4. Allocations will be sent out on Tuesday April 19, 2022. You will ONLY be contacted if we provide you with an allocation.

5. When we contact you with an allocation, the following MUST be provided by 12:00PM on Thursday April 21, 2021

a)TWO (2) valid government-issued photo identifications for your client: - Driver’s Licence or Photo ID Card AND - Passport\*, Permanent Residence Card\* or Citizenship Card\* \*Proof of address is required for these types of I.D. if a Driver Licence or Photo ID Card is not provided - Health card will NOT be accepted

b)Purchaser’s email address, phone numbers, and occupation. III. Your client will be provided with a deposit schedule with Vendor information to fill in the cheques at the time of signing.

6. **All cheques must be dropped off within 24 hours of signing to the following location:** **1155 North Service Road West Unit 6, Oakville ON L6M 3E3** Drop off hours: Monday – Friday 12pm – 7pm Saturday – Sunday 12pm – 6pm **The first deposit must be a $30,000 bank draft payable to Solicitor: Anthony J Di Silvestro Professional Corporation, In Trust**

7. NO Agent cheques allowed, ALL cheques submitted MUST be in the name of the purchaser (family member’s cheques will require cheque holders’ I.D., occupation and relationship to the purchaser)

8. You are required to accompany your clients at the In Person or Virtual Appointment to execute the Agreement of Purchase and Sa