**U.C Tower 3 – Buying Procedures**

Worksheet submission will begin on Saturday April 2, 2022 at 9am. Please submit worksheets along with client photo ID (front and back) to: [worksheets@royallepagesignature.com](mailto:worksheets@royallepagesignature.com)

**PHOTO ID:**   
-Driver’s license, passport, or other government issued photo ID (health card not accepted)

**AGREEMENT OF PURCHASE AND SALE & DEPOSITS:**   
-Agreements will be sent via DocuSign and must be signed by all purchasers within 6 hours.   
-Deposit cheques must be delivered to the sales office during business hours at **2425 Simcoe Street North within 24 hours of receipt of DocuSign APS.**   
-Cheques and envelopes should be clearly marked including purchaser name and unit number. Keep a photo or copy of all cheques for your records.   
-If DocuSign isn’t completed or cheques aren’t received within the above timelines, the Agreement to purchase will be cancelled without notice.

**ALL DEPOSITS ARE DUE AT TIME OF PURCHASE:**   
-Initial Deposits of $5,000.00 and 15% of Parking/Locker by CERTIFIED CHEQUE OR DRAFT payable to **Owens, Wright LLP, In Trust**   
-4 post-dated cheques (amounts and dates to be provided by sales team)

**ADDITIONAL NOTES AND RESTRICTIONS:**   
-Only one purchase per household.   
-Proof of address required if different than ID provided.   
-Two purchaser’s maximum per Agreement. Name changes are not permitted.   
-All purchases must be in an individual’s name – corporations, trusts, etc. will not be accepted.  
-International purchases will incur larger deposits

**MORTGAGE COMMITMENTS:**   
-We require a Mortgage Commitment Letter (or other proof of financing) from a Schedule A bank for every purchase at UC Tower 3 within 30 days of purchase. Your mortgage commitment letter must include:   
1. Purchaser name(s) – must match names on Agreement   
2. Subject property description: “UC Tower 3, Suite \_\_\_, Phase 1 S04 Tower B”   
3. Principal amount of loan (purchase price including parking & lockers + HST, less deposit   
4. Interest rate   
5. Commitment expiry date (must be valid at least 2 years)   
6. Occupancy date of November 12, 2024 must be Acknowledged Letters can be sent by email to uctower3@mytribute.ca