



# Strata Management and Required E-Filing

## WHAT can we do for you?

- Prepare the required Form 17 Application for:
  - Certificate of Lien (Form G)
  - Acknowledgement of Payment (Form H)
  - Strata Corp Change of Address (Form D)
  - Amendment to Bylaws (Form I)
- Arrange for Notary Public to digitally sign the application
- Electronically file the application
- Email a filed copy to you, along with our invoice

Our flat rate strata form package fee is \$48.50  
(plus GST and all applicable disbursements)

**Need assistance with re-designation of  
Common Property? We can help!**

## WHO are we?

For over 50 years, West Coast Title Search Ltd. has served BC's real estate professionals with pride and distinction. Our experienced and knowledgeable staff are a proven resource for our clients. Our commitment to you is the same: professional, accurate, dependable service.

## HOW can we help you?

Your signed strata form can be emailed to [info@wcts.com](mailto:info@wcts.com)

**Questions?** Contact our Land Registration department at 604-659-8650 or by email at [info@wcts.com](mailto:info@wcts.com).

## Don't have an account yet?

Getting set up is easy... call us, and we'll get it done right away, or visit [wcts.com/open-account](http://wcts.com/open-account)

**[wcts.com](http://wcts.com) | [604-659-8600](tel:604-659-8600) | [info@wcts.com](mailto:info@wcts.com)**

# Fee Schedule - Strata Property

## Registration of Strata Forms

Fee Schedule Effective April 1, 2023

	Disburse LTSA Fees	BCOL + Digital Signature (+GST)	Notary Fee (+GST)	WC Flat Rate Package Fee (+GST)	Total (+GST)
Form D	N/C	4.50	16.25	48.50	69.25
Form G	78.17	4.50	16.25	48.50	147.42
Form H	31.53	4.50	16.25	48.50	100.78
Form I	31.53	4.25	16.25	48.50	100.78

Our Strata Form Package Fee includes completion of the required electronic form, co-ordination with the Notary's office for signature of your documents, e-filing the strata form and email return of the filed document.

## Search and Copies

Request	Disburse LTSA Fees (+GST)	WCTS Fees 2023
Search (including CP Index)	12.16	25.50
Mortgage (Imaged Copy)	18.43	25.50
Strata Plan (Imaged Copy)	18.43	25.50
CP Index Only	N/C	11.00
Strata Plan General Index (SPGI)	12.16	11.00
Email		N/C

We offer **reduced pricing** for multiple searches ordered in the same strata plan. The price reduction will depend on the number of searches requested, and will range between 25% (10-15 searches) up to 75% (over 100 searches). LTSA fees will be \$12.16 (plus GST) per title search.

*All disbursements and WCTS fees are subject to GST. LTSA fees are usually changed in the month of April.  
Fees subject to change without notice. Errors and Omissions Excepted.*

**wcts.com | 604-659-8600 | info@wcts.com**

Rev: April 1, 2023