



# CONVEYANCE OF PROPERTY

Notification is required in writing of the sale or transfer within one month after the transaction has been completed. The particulars of this notification are as follows:

- Name and address of the purchaser.
- In the case of a sale, the purchase price paid for the property.
- Date property sold/transferred.
- Location.
- Description.
- Boundaries and measurements (Property deed with survey).

## Assessment Act - Section 45 (2) of the Assessment Act states:

(2) An owner of a freehold or leasehold property or, where the owner is represented in the sale or transfer by a solicitor, the solicitor shall, in the event of a sale of it or transfer of ownership other than by way of the mortgagee, notify the clerk where the property is situated in a municipality in writing of the sale or transfer within one month after the date of it and set out in the notification particulars showing the location, description, boundaries and measurements of the property, the name and address of the purchaser and, in the case of a sale, the purchase price paid for the property.

<b>Name of Purchaser:</b>	
<b>Address of Purchaser:</b>	
<b>Date Property Sold/Transferred:</b>	<b>Purchase Price:</b>
<b>Location:</b>	
<b>Description:</b>	
<b>Boundaries &amp; Measurements:</b>	
<b>Signature of Seller/Transferrer:</b>	<b>Date:</b>