

Documents required to Transfer or Purchase a cottage on WLI Lease Lots

<u>Adding/Removing an individual (s)</u>	<u>Death of a Lessee</u>
Application	Application
\$500.00 Administration Fee	Last Will and Testament
Two (2) Financial References (see below)	Power of Attorney
Two (2) Character References (see below)	Death Certificate

First Financial Reference

-A reference from any Bank (TD, CIBC, BMO etc.)

Second Financial Reference can be:

- Investments
- RRSP
- A loan or Lease
- Credit Rating i.e. Equifax
- Employer

Character Reference can be:

- Family Member
- Friend
- Mentor

Transferring a Lease over to a potential new cottage owner and for Board Review

- Application
- \$500.00 Administration fee
- Two (2) Financial References for potential cottage buyer
- Two (2) Character Reference for potential cottage buyer
- Lease Lot Compliance Completed and form submitted
- Septic Compliance form submitted
- Purchase of Sale Agreement

Documents provided upon Board Approval of Transfer of Lease.

- Original Assignment of Sublease
- Assignment of Sublease
- Affidavit
- Consent to Assignment of Sublease
- Matrimonial Real Property Assessment Form (completed by Seller and Buyer)

Please Note: *Above documents need to be original and cannot be photocopied or faxed back and forth.*

Wasausink Lands Inc. holds their Lease Meetings the 2nd Tuesday of each month. It is at these meetings that Transfers to new potential cottage owners are reviewed. Please ensure all documents are handed in at least 3 business days prior to a meeting so staff can review and request for transfer can be added to Lease Meeting Agenda.