

MC or Visa Number: _____ CVV#: _____ Expiry Date: _____
 Name (as it appears on card): _____ Authorized Signature: _____

SUBMISSION REQUIREMENTS

- ☐ **Completed Offer to Purchase Form**
Completed in full and signed.
- ☐ **Land Title Certificate**
Searched within 30 days prior to the application.
- ☐ **Deposit and Application Fee**
Minimum 10% deposit required.
Application fee is \$250 *per the Fees and Charges Bylaw (subject to change)*
Note: This fee excludes 3rd party services (i.e. real estate agent and surveyor costs).

OTHER POTENTIAL APPLICATION REQUIREMENTS

- ☐ **Real Estate or Agent Services**
The services of a real estate or land agent may be required.
These costs are the purchaser's responsibility to pay.
- ☐ **Market Value Appraisal**
And appraisal to establish the market value may be required.
The costs of an independent appraisal shall be the purchaser's responsibility.
- ☐ **Plan of Survey and Consolidation Plan (if applicable)**
The services of an Alberta Land Surveyor may be required.
Costs accrued for the surveyor's services are the purchaser's responsibility.
Sturgeon County will not be involved in such transactions.
- ☐ **Drawing or Site Plan Sketch**
A detailed drawing or sketch of the proposed layout may be required to be provided.

Note: County land is sold "as is, where is" and all costs associated with the sale, including survey costs and land titles fees, shall be borne by the party acquiring the land.

APPLICATION FEES ARE NON-REFUNDABLE AND SUBJECT TO CHANGE

The personal information provided will be used to process the Offer to Purchase Application and is collected under the authority of Section 642 of the Municipal Government Act and Section 33© of the Freedom of Information and Protection of Privacy (FOIP) Act. Personal information you provide may be recorded in the minutes of meetings of Council. If you have any questions about the collection and use of this information, please contact the Sturgeon County FOIP Coordinator at 9613 – 100 Street, Morinville, Alberta, T8R 1L9 (780) 939-4321.