

# PRICE LIST

## (NOVEMBER 1<sup>ST</sup>, 2019)

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### ADMINISTRATIVE FEES

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Printing checks	\$0.25
Photocopies	\$0.12
Larges envelopes	\$1.10
Small envelopes	\$0.55
Shipping labels	\$0.10
Postal fees:	
Regular shipping – Small envelope	\$1.31
Regular overweight shipping – Small envelope	\$1.85
Regular international shipping – Small envelope	\$3.25
Regular shipping – Large envelope	\$2.78
Regular overweight shipping – Large envelope	\$4.50
Regular international shipping – Large envelope	\$5.25
Return envelope	\$3.25
Research on the Quebec Land Register	\$5.00
Production of an MD-5 Form	\$40.00

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### ADDITIONAL FEES

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Major works coordination	5% of the cost
Tax reports	\$125 each
Notarized sale (at the expense of the selling co-owner)	\$195
Integration costs at the beginning of the mandate	\$200
Annual fees for storage of documents	\$30 / box
Fees for additional services	\$90 to 125\$ / hour
Presence and/or assistance during an inspection	
Preparation of any Extraordinary General Meeting	
Any additional Meeting of the Administration Board	
Any other task requested by the Administration Board not included in the contract	

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