

BUYER & SELLER CHECKLIST

LAWYER / NOTARY

Retain one AFTER you confirm all fees, disbursements and taxes to be charged. Arrange for your REALTOR® to send the purchase agreement to him/her.

ARRANGE YOUR MORTGAGE

Have the Bank or Mortgage Broker send mortgage instructions to your lawyer/notary.

SURVEY

Your bank may require one as a condition of the mortgage. Let your lawyer/notary know if you have one. If not instruct him/her either to order or not to order one.

SIGNING APPOINTMENT

1 week before closing, call lawyer/notary to arrange appointment to sign documents and bring in bank draft.

SCHOOLS

<u>School District #23</u>	1940 Underhill Street, Kelowna	www.sd23.bc.ca	Ph: 1-250-860-8888
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ZONING

<u>City of Kelowna</u>	1435 Water Street, Kelowna	www.kelowna.ca	Ph: 250.979.4928
<u>Regional District of Central OK</u>	2760 Cameron Road, West Kelowna	www.regionaldistrict.com	Ph: 250-768-9871
<u>District of Lake Country</u>	11852 Hwy 97	www.okanaganway.ca	Ph: 250-766-5650
<u>District of Peachland</u>	5806 Beach Ave, Peachland	www.peachland.ca	Ph: 250-767-2647
<u>District of West Kelowna</u>	2760 Cameron Road, West Kelowna	www.districtofwestkelowna.ca	Ph: 778-797-2246

GARBAGE PICKUP

<u>Regional Waste Reduction Office</u>	1450 KLO Road, Kelowna	www.regionaldistrict.com	Ph: 250-469-6250
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INSURANCE

Give your agent the name and address of your mortgage company and have him/her fax a binder to your lawyer/notary.

MOVING VAN

Check the possession date and time on your agreement.

UTILITIES

- **NATURAL GAS:**
Fortis BC www.fortisbc.com Ph: 1-888-224-2710
- **ELECTRICITY:**
BC Hydro – West Kelowna, Peachland & Lake Country www.bchydro.com Ph: 1-800-224-9376
Fortis BC – Kelowna www.fortisbc.com Ph: 1-866-4FORTIS
- **TELEPHONE:**
TELUS www.telus.com Ph: 1-888-811-2323
SHAW www.shaw.ca Ph: 250-762-4433
- **WATER / SEWER See Kelowna City Area Maps**
Kelowna Service Areas Map

<u>City of Kelowna</u>	1435 Water Street, Kelowna	www.kelowna.ca	Ph: 250.979.4928
<u>Southeast Kelowna Irrigation</u>	3235 Gulley road, Kelowna	www.sekid.ca	Ph: 250.861.4200
<u>Black Mountain Irrigation</u>	285 Gray Road, Kelowna	www.bmid.ca	Ph: 250.765.5169
<u>Glenmore-Ellison Improvement District</u>	445 Glenmore Road, Kelowna	www.glenmoreellison.com	Ph: 250.763.6506
<u>Lakeview Irrigation</u>	2570 Bartley Road, Kelowna		Ph: 250.769.4322
<u>Rutland Waterworks</u>	106-200 Dougall Road N, Kelowna	www.rutlandwaterworks.com	Ph: 250.765.5218
<u>Regional District of Central Okanagan</u>	1450 KLO Road, Kelowna	www.regionaldistrict.com	Ph: 250-768-9871
<u>District of West Kelowna</u>	2760 Cameron Road, West Kelowna	www.districtofwestkelowna.ca	Ph: 778-797-8850
<u>District of Peachland</u>	5806 Beach Ave, Peachland	www.peachland.ca	Ph: 250-767-2647