

TOWN OF STEADY BROOK
SALES QUESTIONNAIRE FOR
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:

1. Name & address of purchaser.
2. Date of Sale or Transfer.
3. In the case of a sale, the purchase price paid for the property.
4. Location.
5. Description.
6. Boundaries & measurements.

ASSESSMENT ACT **Section 45 (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 a mortgage, 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 for the property.

Name & Address of Purchaser: _____

Date of Sale or Transfer: _____

Purchase Price: \$ _____

Location: _____

Description: _____

Boundaries & Measurements: _____

