

**Do not complete this application if you have filed a claim in court for this dispute**

**For Office Use Only**

**Application No:** \_\_\_\_\_

**Part 1: Applicant Type**

The applicant in this dispute is the:       Buyer       Seller

**Part 2: Applicant Information**

Name (1):	Name (2):
Address:	Address:
City or Town:	City or Town:
Province:	Province:
Postal Code:	Postal Code:
Email:	Email:
Tel:	Tel:
Cell:	Cell:

**Part 3: Respondent Information**

Name (1):	Name (2):
Address:	Address:
City or Town:	City or Town:
Province:	Province:
Postal Code:	Postal Code:
Email:	Email:
Tel:	Tel:
Cell:	Cell:

**Part 4: Trust Deposit Information**

Name of Real Estate Broker Holding Deposit:	
Address:	
City or Town:	Province:
Postal Code:	Email:
Tel:	Cell:
Trust Deposit Paid: \$	Date Paid:
Address of property for which deposit was paid:	
City or Town:	Postal Code:

**Part 5 : Application Details and Supporting Documentation**

**The following must be submitted along with the application:**

1. A copy of the receipt for the amount deposited in trust;
2. A brief summary of the dispute stating why the sale was not completed and indicating the resolution you are seeking;
3. A list of the actions taken by the real estate broker to resolve the dispute;
4. A copy of the signed Agreement of Purchase and Sale; and
5. Any additional documentation which will support your application (e.g., a home inspection report, a notice from lending institution, a property disclosure statement, location certificate, etc.).

**Part 6: Declaration**

I/We, (name(s)) \_\_\_\_\_, solemnly declare that the real estate broker holding the disputed trust deposit referenced in this application, was unable to resolve the dispute after making every reasonable effort to resolve this dispute. I/We make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Declared before me, at (location) \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
 Justice of the Peace;  
 Notary Public;  
 Commissioner for Oaths

**Part 7: Applicant Signature**

Applicant (1)	Applicant (2)
Date:	Date: