

TENDER TO PURCHASE

Municipal Act, 2001 – c.25, ss.379 (5), 387 (1), O.Reg. 181/03, s.6

THE CORPORATION OF THE CITY OF CORNWALL

To: Name: Tracey Bailey
Treasurer

Address: 104-100 Water Street East
Cornwall, ON K6H 6G4

Telephone: (613) 930-2787 ext. 2313
(Debbie Caskenette – Tax Sale Co-ordinator)

Municipal Address:

Re: Sale of: (description of land as described in the advertisement or listing of properties available for sale)

1. I/We hereby tender to purchase the land described above for the amount of \$ _____
(_____ dollars)
in accordance with the terms and conditions of the *Municipal Act, 2001* and the Municipal Tax Sales Rules.
2. I/We understand that this tender must be received by the Treasurer’s office not later than 3:00 p.m. local time on **August 23, 2017**, and that in the event of this tender being accepted, I/We shall be notified of its acceptance.
3. I/We enclose a deposit in the form of a certified cheque/bank draft/money order for the sum of \$ _____
(_____ dollars) in favour of the **City of Cornwall** representing 20 per cent or more of the tendered amount which will be forfeited if I/We are the successful tenderer(s) and I/We do not pay the balance of the tendered amount, any land transfer tax and any accumulated taxes within fourteen (14) days of the Treasurer notifying me/us that I/We are the highest tenderer.

This tender is submitted pursuant to the *Municipal Act, 2001* and the Municipal Tax Sale Rules.

Dated at _____, this _____ day of _____, 2017.

Name of Tenderer	Name of Tenderer
Address of Tenderer	Address of Tenderer
Phone Number (during business hours)	Phone Number (during business hours)

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IMPORTANT NOTICE:

- i. This document is completed by the person(s) tendering for the purchase of the land.
- ii. To assist the tenderer, the Treasurer or other authorized officer may enter the information required in Instruction (1).

INSTRUCTIONS FOR COMPLETION

- 1) Description – Enter description of land to which this Tender to Purchase relates as described in the advertisement and relevant documents.
- 2) Amount of tender – Enter amount of tender, first in numbers then in writing.
- 3) Last Date for Receiving – Enter last date for receiving tender by Treasurer’s Office.
- 4) Deposit – Enter amount of deposit, first in numbers then in writing. This deposit will be forfeited if you fail to complete the transaction within 14 days of being notified that you are the successful bidder, either because you were the highest bidder, or the second highest bidder and are notified that the highest bidder failed to complete the transaction. The deposit should be payable to the City of Cornwall.
- 5) Tender Completion – Enter place at which and date when the Tender to Purchase is completed.
- 6) Name / Address / Phone of Tenderer(s) – Enter the name(s) submitting Tender to Purchase to municipality. Provide address(es) and phone number(s) where the person(s) submitting the Tender can be reached during business hours 8:30 am to 4:30 pm, Monday to Friday.
- 7) For updated list of available properties prior to the closing of the Tenders, visit the City of Cornwall website at www.cornwall.ca
- 8) If the property that you have bid on and submitted to the Treasurer is cancelled, or if your bid is not the highest or second highest bid, your deposit will be returned to you after the bids have been opened.