



# TENDER TO PURCHASE

## THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

**To:** Name: **Trevor Hallam**  
 CAO/Clerk  
 Address: **41342 Morris Rd., PO Box 310**  
**Brussels, ON, N0G 1H0**  
 Telephone: **519-887-6137**

**Re:** Sale of:

TENDER ID	Lot 4
ROLL NUMBER	N/A
LEGAL DESCRIPTION	MORRIS CON 5 PT LOTS 2 AND 3; RP 22R7118 PARTS 2, 3, 4 and 5
PIN	Part Of 41331-0265 (LT)

1. I/we hereby tender to purchase the land described above for the amount of \$.....  
 (.....dollars)

2. I/we understand that this tender must be received by the Clerk's office not later than 12:00 p.m. local time on Wednesday, June 1, 2022 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 Municipality of Morris-Turnberry** representing 10 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 taxes that may be applicable, such as a land transfer tax within 14 days of the mailing of the notice by the treasurer notifying me/us that I/we are the highest tenderer.

This tender is submitted at....., this..... day of  
 ....., 2022.

Name of Tenderer	Name of Tenderer
Address of Tenderer	Address of Tenderer
Email &/or Phone Number of Tenderer	Email &/or Phone Number of Tenderer

## INSTRUCTIONS FOR SUBMITTING A TENDER

A tender, and the envelope that it is submitted in, must be prepared and submitted in accordance with the following rules.

### 1. Determine your tender amount

Your tender must be at least equal to the minimum tender amount as identified in the Notice of Sale, or more. If you are the successful tenderer, you will also be required to pay Land Transfer Tax, any applicable HST, and any applicable legal fees related with the sale.

### 2. Prepare the Tender to Purchase Form

A tender shall be submitted on the form provided in the tender package. It must be typewritten or legibly handwritten in ink. The form is available in electronic format upon request.

### 3. Prepare a deposit

#### a. At least 10%

Your tender must be accompanied by a deposit of at least 10% of the amount you tender.

#### b. Not by cash

Your deposit must be made by way of money order or by way of bank draft or cheque certified by a bank, credit union or trust corporation.

#### c. Deposit money order, bank draft or certified cheque must be made out in favour of the Municipality

Your deposit must be made in favour of *The Municipality of Morris-Turnberry*

#### d. Warning

If after the tender(s) have been opened, the municipality sends you a notice that your tender has been accepted, you must pay the full amount owing within 14 days of the notice being sent to you. If you do not pay the balance as required, for *any* reason, **your deposit will be forfeited to the municipality**, and the property will be offered to the next highest tenderer.

### 4. Prepare a Tender envelope

Your tender must be submitted in a sealed envelope, addressed to the Clerk, indicating on it that it is a tender and provides the Tender ID to permit the Clerk to identify the parcel of land to which the tender relates. A pre-addressed envelope is included with this package for convenience.

### 5. One parcel only

A tender shall relate to only one parcel of land. If there are two or more properties in a sale and you wish to submit tenders for two properties, you must submit two separate tenders. Specific tender packages are available for each parcel of land. You must acquire the correct tender package for the parcel you wish to submit a tender for and submit separate deposit cheques or money orders for each. Each Tender Form, along with the deposit for that property, must be submitted in a separate envelope. Failure to submit separate tenders or deposits as described here will result in the rejection of the tender.

### 6. No additional terms or conditions

The Clerk will reject every tender that includes any term or condition not provided for in the terms of sale.

### 7. Submitting your tender

You can submit your tender in person, or by courier, or by mail. Your tender must be received by the Clerk on or before 12:00 pm on Wednesday June 1, 2022. If your tender is received late, it will be rejected. In the event of a postal strike or other work slowdown, mail might not be delivered in a timely manner. The Municipal mailing address includes a Post Office Box, and there is no guarantee the municipality will collect their mail before 12:00 pm on the day of the sale. It is the tenderer's responsibility to ensure the tender is delivered to the Clerk by 12:00 pm on sale day.

### 8. If you wish to withdraw your tender

A tender is withdrawn if the tenderer's written request to have the tender withdrawn is received by the Clerk before 12:00 p.m. local time on Wednesday June 1, 2022. The envelope containing a withdrawn tender will be opened at the time of the opening of the sealed envelopes.

### 9. Cancellation of sale

A sale can be cancelled by the Clerk at any time before a deed or notice of vesting is registered on title.

### 10. Privilege

The highest or any tender will not necessarily be accepted.