



PROTECTING ONTARIO'S NEW HOME BUYERS

Tarion Warranty Corporation
5150 Yonge Street, Concourse Level
Toronto, ON M2N 6L8
Toll Free: 1-877-982-7466
www.tarion.com

ENROLMENT NOTICE

Builder Name:

Registration Number:

Enrolment Number:

Site Address:

Legal Description:

Date Issued:

SAMPLE

Builder Bulletin 48

Issue Date: June, 2008

Effective Date: October 1, 2008

SITE POSTING OF ENROLMENT NOTICES

WHAT THIS BULLETIN IS ABOUT

This Bulletin explains the requirement that Enrolment Notices be displayed or made available at new home building sites.

1. OVERVIEW

Effective October 1, 2008, builders¹ must display or otherwise make available for review, a notice setting out enrolment information including the builder's registration number and the enrolment number for the home(s) involved. Making such enrolment information readily available will provide benefits especially if notices are displayed in a conspicuous place on the job site. For home buyers, it will instill confidence that their builder is licensed and their home is properly enrolled with Tarion. Home buyers will be able to check Tarion's website to confirm builder registration and enrolment details for their home. For builders, it provides an opportunity to inform home buyers of the warranty protection which comes with the home purchase. Controlling illegal building helps Tarion to protect the interests of legitimate registered builders of new homes. For Tarion, it promotes the licensing aspect of its mandate. The program will also help combat illegal building by improving Tarion's ability to identify and prosecute illegal builders, those who fail to register as a builder or who fail to enroll new homes.

This Bulletin outlines the content of the Enrolment Notice, how it is to be used by in the context of condominium projects, small freehold and larger freehold developments, and the consequences that may flow from a failure to comply with this Bulletin.

2. THE ENROLMENT NOTICE

The Enrolment Notice is a document prepared by Tarion and contains the following information:

- The builder's name and Tarion registration number;
- The enrolment number of the home;
- The legal description and address of the home, if available; and
- The date of issuance.

An Enrolment Notice will be provided for every freehold or contract home enrolled with Tarion and for each condominium project when the units are enrolled.

Additional single Enrolment Notices will also be available upon written request for freehold developments with 4 or more units which are next to or in a general proximity to one another (e.g., tract residential subdivisions).

A builder who wishes to obtain a single Enrolment Notice for a freehold development with 4 or more units must make a written request at the time the enrolment application is made.

¹ In this Bulletin "builder" refers to a builder or vendor as defined in the Ontario New Home Warranties Plan Act.

To facilitate larger signs, other signage options will be made available from time to time as determined by the Registrar. For example, artwork for the notices may be made available electronically to be incorporated in signs posted by the builder for the development. Similarly, notices in other formats such as "peel and stick" may be made available if practical. Such approved options will constitute an Enrolment Notice.

3. POSTING REQUIREMENTS

Upon receipt of an Enrolment Notice, the builder shall ensure it is available for review at the job site (e.g., construction trailer or sales office). In order to obtain the full benefits of the Enrolment Notice, builders are encouraged to display it in a conspicuous place on the building site or entrance to the development to which the notice relates. The Enrolment Notice must be displayed or made available for review:

- for contract homes, at least until construction is substantially complete;
- for freehold homes, at least until 10 days prior to title being transferred to the home buyer; and
- for condominium homes at least until 10 days prior to occupancy being given to the home buyer.

In the case of a single Enrolment Notice used for condominiums or freehold developments with 4 or more units, the Notice must be posted in a conspicuous place in the development. For example, it may be posted at the entrance to a development or alongside other announcement signs for suppliers and advisors to the development.

4. LOSS OF ENROLMENT NOTICE

If an Enrolment Notice is lost or destroyed Tarion will upon request provide a replacement.

5. BREACH OF THESE REQUIREMENTS

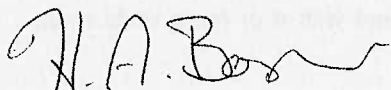
Compliance with this Bulletin is a term and condition of registration for all builders and failure to comply amounts to a breach of the terms and conditions of registration and may affect a builder's record.

In addition, failure to display or make available a required Enrolment Notice may result in sanctions including:

- payment of an administrative fee of \$250.00 for each home for which an Enrolment Notice is not properly displayed or made available.
- imposition of additional terms and conditions relating to Enrolment Notices in any granting or renewal of a builder's registration or that of a related builder.

In addition, the Registrar may initiate prosecution proceedings pursuant to section 22 of the ONHWP Act against a builder and/or its officers and directors in the event that information on an Enrolment Notice is knowingly falsified. Acts which may result in prosecution include knowingly:

- posting an Enrolment Notice with a false enrolment number;
- posting an Enrolment Notice not provided or approved by Tarion; and
- posting an Enrolment Notice without an enrolment number.



Howard Bogach
Registrar