

RESOURCE 1
CHECKLIST WHEN REVISING THE PARCEL REGISTER OR RECORDING AN INTEREST

<u>QUESTION:</u>	<u>ANSWER:</u>	<u>COMMENTS:</u>
PID:		
Land Registered?		
Infant parcel - check LR date of parent parcel?		
Search Start Date:		
Registration District:		
Is the Seller described in: (a) Deed exactly the same as in the Land Registration View? (b) Form 24 as in the Deed?		
Is the Buyer correctly described in: (a) Deed? (b) Form 24?		
Is manner of tenure correctly stated in: (a) Deed? (b) Form 24?		
If applicable, have NSFLB occupants been added or removed?		
If signed pursuant to POA, has the POA been recorded?		
Is there a <i>Matrimonial Property Act</i> affidavit or statement, and is it appropriate?		
Is name of Commissioner typed/printed?		
If signed on behalf of a corporation or other entity, and if no seal applied, is there an Affidavit re: authority to bind the corporation?		
Does parcel description coincide with: (a) LRV description? (b) Plan? (c) Historic description?		
Does description match POL graphics?		

Is it identified by a PID?		
Is it labelled Schedule "A"?		
Have I reviewed the parcel description and graphic with client?		
Is there a Municipal Government Act compliance statement and is it appropriate, having reference to the parcel description and the plan (if any)?		
Are the easement benefits consistent (Parcel Register and description)?		
Are there apparent or possible interests (including overriding utilities or openly used and enjoyed easements) evident on survey plans or elsewhere, the implications of which ought to be discussed with client?		
Is the Seller shown as easement benefit holder (pre-July 26, 2004 conversion)? - If so, replace name with the new "together with" statement		
Are the easement burdens consistent (Parcel Register and description)?		
If it shows restrictive covenants, are they shown in the Parcel Register?		
Check access: - how is it listed? - how does it appear, if at all, in the parcel description? - how is it shown on the graphic? - have I checked access listing against: • historic description • parcel description • plan/location certificate • available DOT or municipal resources • Is a railway crossing involved? If so, is there a grant of easement? (prescription is generally not an option) • advice/information from client?		
If migrated after December 1, 2004, are restrictive covenants shown in the parcel description?		
Have I clicked on "LR Parcel Shading" box? If so, does it reveal title, area, or subdivision problems (shown with a pinkish/purplish screen pattern)?		

Does topo function show presence of roads or lanes which may be suggestive of third party usage?		
Have I clicked on neighbouring PIDs to check for benefits/burdens affecting PID under search?		
If our parcel was migrated on or after May 4, 2009, are benefits/burdens affecting our parcel also flagged (with a Form 8A) in Property Details of flip-side non-LR parcels? If not, is there an appropriate Textual Qualification in our Parcel Register?		
If a Parcel Register benefit/burden identifies "various PIDs", have I satisfied myself that it refers to the same benefit/burden?		
If Parcel Register or Details View show possessory title Declarations: (a) Does the description include the area which is based on possessory title? (b) Is a consolidation (by Plan or defacto) required? (c) Has a Form 26N been registered?		
Are there embedded interests (i.e. an option within a Lease, etc.)?		
If the parcel is consolidated, can easement benefits extend for the benefit of the consolidated parcel?		
If this is a newly created parcel, has the necessary Form 45 been filed?		
If this is a Condo, have I considered special rules re: condo unit/common view benefits/burdens?		
If necessary, have easement priority issues been TQ'd in the DTP Parcel Register? For example, does the servient tenement have any mortgages which have priority over the easement?		
Is the name of the recorded interest holder accurately set out? (Relevant if we are taking title subject to ...)		
Are there any Textual Qualifications? - If so, should they/can they be removed?		

<p>If the LRV shows recorded instruments which are to be released:</p> <ul style="list-style-type: none"> • Do I have an undertaking? • Have I added these undertakings to my list of undertakings? • If so, have I noted more than one PID (if applicable)? 		
<p>Have we done electronic searches of:</p> <ul style="list-style-type: none"> • Parcel • GGI (Seller) • GGI (Judgments against Buyer) • Plans • Plans in Process • non-LRA Documents in Process (Seller and Buyer) • by PID for Documents in Process 		
<p>If the Owner has made assignment in bankruptcy, has the Trustee conveyed or disclaimed? Are there any secured claims (i.e. WCB or CRA) which are protected and thus survive the assignment, pursuant to Sections 86 and 87 and subsection 178(1) of the <u>Bankruptcy and Insolvency Act</u>?</p>		
<p>Have any necessary off-title inquiries been completed (i.e. WCB and RJSC)?</p>		

Completed: Date: _____ Time: _____ By: _____