

MINISTRY OF SUSTAINABLE RESOURCE MANAGEMENT  
LAND TITLE BRANCH

PRACTICE BULLETIN NO. 0304

**SUBJECT:** Letter of Withdrawal submitted by Fax

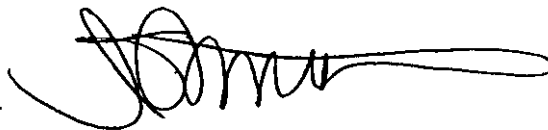
**ISSUANCE:** Director of Land Titles

**IMPLEMENTATION:** All Land Title Offices

**AUTHORITY:** Land Title Act

**RELATIONSHIP TO  
PREVIOUS PRACTICE:** Initial Statement

**EXECUTIVE APPROVAL:**



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**EFFECTIVE DATE:** *May 26/04* **BULLETIN NO: 0304** **FILE NO: LAND TITLE ACT**

**1. ISSUE:**

Section 167, Land Title Act, provides that a document may be withdrawn as to all or part of the land comprised in it at any time before registration, on terms the Registrar considers proper.

Letters of withdrawal are currently submitted by mail or in person, in paper format. It has been suggested that a fax transmission of letters of withdrawal also be accepted.

**2. PRACTICE:**

The Registrar has determined that it will be permissible to receive letters of withdrawal, pursuant to Section 167, Land Title Act, using a fax transmission, in addition to the traditional original paper process.

Periodically, throughout the day, Land Title Staff will monitor the fax machine for new withdrawal requests. Though offices will endeavour to monitor the fax machine in a timely fashion, the Registrar can not offer any assurance that a faxed request for withdrawal will come to the attention of staff in a timely manner. Therefore, it is recommended that clients seek assistance from a Land Title Agent when there is any urgency for an application to be withdrawn.

Faxed withdrawal requests will be treated in the same manner as withdrawal letters received in mail or in person.