

Practice Note 08-10

Land Title and Survey Authority of BC Land Title Division

Hardcopy Land Title Forms Approved by the Director of Land Titles Effective January 1, 2011

The *Land Title Act (Act)* authorizes the Director of Land Titles to approve forms that must be used by applicants when making applications under the *Act*. The legislation which established the Land Title and Survey Authority (LTSA) in 2005 included a transitional provision that all forms in existence were deemed to have been approved by the Director of Land Titles. Those forms continued in force until changed by the Director of Land Titles.

Following a comprehensive review of land title forms, and to restate and clarify the roles of the Director of Land Titles and the LTSA Board of Directors in setting land title practice requirements, the LTSA has been working in conjunction with legislative counsel to reissue an updated series of forms, practice directions, and regulations.

Accordingly please take note of the following changes effective January 1, 2011.

- The authority formerly found in *B.C Land Title Act Regulation 53/90 s.7, s.9* and Schedule B Standard Mortgage Terms are moved to the *Land Title Act (Board of Directors) Regulation B.C. Regulation 332/2010*.
- The *Land Title Act* forms formerly set out in *B.C Land Title Act Regulation 334/79* and *B.C Land Title Act Regulation 53/90* are reissued and approved in Practice Bulletin 01-10 Director's Requirements and Approvals of Hardcopy Land Title Forms and Plans.
- The remainder of land title transfer forms completion instructions formerly located in B.C. Regulation 53/90 are moved and approved in Director's Requirements for Hardcopy Land Title Transfer Forms and Directors Requirements for Electronic Land Title forms.
- Effective January 1, 2011 the hardcopy forms listed and set out in the Practice Bulletin 01-10 Requirements and Approvals of Hardcopy Forms and Plans Appendix II are approved by the Director of Land Titles for use with manually submitted applications and survey plans. The forms listed as supporting documents in Practice Bulletin 01-10 may be submitted with electronic applications.

- The *Land Title Act* forms formerly located in B.C. Regulations retain their previous number or letter designations.
- The forms numbered in Appendix I and II of Practice Bulletin 01-10 are approved by the Director of Land Titles for the purposes of the *Act* and must be used where applicable, except where indicated in Appendix I as not compulsory.
- Practitioners may continue to use their current templates for hardcopy applications of Forms A, B, C, D, E, 8, 15, 22 and 40. Minor changes have been made to the remainder of the hardcopy forms as indicated in the following table.

Form Number	Land Title Act Form Name	Changes made to the forms
9A	Amended Statement by Surveyor	New form
10	Application to Deposit Subdivision Plan	Under "Notes", added "(ii)" to be consistent with Forms 11 and 11(a) Note (i) (f) reference to the "Controlled Access Highway Regulation"; changed to <i>Land Title Act</i> section 80(b).
11	Application for Deposit of Reference or Explanatory Plan (Fee Simple) on the Consolidation of Surveyed Parcels	Under "Notes", added "(ii)" to be consistent with Forms 11 and 11(a) Note (i) (f) refers to the "Controlled Access Highway Regulation"; changed to <i>Land Title Act</i> section 80(b). Note (ii)(a) changes: The Subdivision and Land Use Regulation, BC Reg. 7/81 (made under the <i>Agricultural Land Commission Act</i>) has been repealed and replaced by sections 10 and 11 of Agricultural Land Reserve Subdivision, Use and Procedure Regulation, BC Reg. 171/2002. The Note's wording regarding when a "release" is required by <i>Agricultural land Commission Act</i> section 23(1) to provide for: "Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the <i>Land Registry Act</i> , R.S.B.C. 1960, c. 208, less than 2 acres in area." In Note (ii) (c), the reference to "section 24(1)" has been reworded for clarity.
11a	Application for Deposit of Reference or Explanatory Plan (Charge)	Text changes in the Notes to Form 11(a) have been made for consistency with Forms 10 and 11.
12	Certificate as to Highway in	The signature has been changed to "Minister charged

	Statutory Right of Way Plan	with administration of the <i>Transportation Act</i> in order to be consistent with the wording of <i>Land Title Act</i> section 115(1).
14	Application for Cancellation of Interior Lot Lines	Note 1, reference to <i>Land Title Act</i> section 131(1)(b) has been updated to "section 137(1)(b)"
17	Application	Amended to allow for more than one charge or release
20	Application by Owner of Absolute Fee for Indefeasible Title	Reference to "section 48" changed to Part 5 <i>Land Title Act</i>
24	Postponement Agreement	Added officer certification
27	Transfer of Mortgage	Dropped "Herewith" Fees Added officer certification
28	Assignment of Judgment	Dropped "Herewith" Fees Added officer certification
35	Declaration of Building Scheme	Dropped "Herewith" Fees
38	Caveat	Changed forbid to prohibit Changed the reference to "section 48" to the requirements set out in Part 5, which are in turn linked to the <i>Evidence Act</i>
39	Withdrawal of Caveat	Deleted from Note "and if the withdrawal is executed by a corporation, it must be sealed, see section 16 of the <i>Property Law Act</i> ." Dropped "Herewith" Fees

Hardcopy forms are available on the [Forms for Manual Filing page](#) of the LTSA's website (www.ltsa.ca).



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