

## **AUTHORIZED SUBSCRIBER APPLICATION**

### **SCHEDULE B – CANDIDATE TERMS AND CONDITIONS**

#### **ARTICLE 1    DEFINITIONS**

1.1.    For certainty, Article 1 of Schedule A applies to this Schedule.

#### **ARTICLE 2    RESPONSIBILITIES OF THE CANDIDATE**

2.1.    Each Candidate acknowledges and agrees that:

- (a) the LTSA may use and store any information provided to the LTSA by him or her or the Organization to fulfill the purposes of this Application and the Director’s E-filing Directions;
- (b) he or she will apply to Juricert for a certificate in accordance with instructions provided by the LTSA;
- (c) he or she will comply with the Director’s E-filing Directions;
- (d) he or she will use membership in the ASR and the corresponding electronic signature exclusively for authorized and legal purposes, consistent with applicable laws and the Director’s E-filing Directions;
- (e) he or she will not allow or enable any other person to use his or her membership in the ASR or his or her electronic signature;
- (f) he or she will ensure that he or she has a valid certificate and a valid membership in the ASR at the time he or she incorporates his or her electronic signature into any Land Title Document;
- (g) he or she will undergo ASR training before using their certificate for the first time;
- (h) he or she will only incorporate his or her electronic signature into a Land Title Document if
  - i.    he or she is electronically signing the Land Title Document on behalf of the Organization; and
  - ii.   the Land Title Document is one for which he or she is then approved to electronically sign by the Director;
- (i) his or her membership in the ASR will expire after one year and it is his or her responsibility to request that the Organization renew the membership upon or before expiry;
- (j) his or her certificate issued by Juricert will expire after a period of five years and it is his or her responsibility to apply to renew the certificate upon or before expiry, in accordance with Juricert’s requirements and procedures;
- (k) he or she will immediately notify the Organization of any change in circumstances that affects his or her eligibility under, or compliance with, the Director’s E-filing Directions, or that otherwise affects his or her eligibility to incorporate electronic signatures into Land Title Documents;
- (l) the Director may revoke his or her membership in the ASR for any reason and at any time, including upon receiving any information from any source, that could lead the Director to conclude that he or she is no longer eligible to be a Member;

(m) his or her membership in the ASR terminates if

- i. he or she ceases to be employed by the Organization;
- ii. he or she ceases to work in the department originally approved by the Director;
- iii. he or she is no longer authorized by the Organization to act as a Member on the Organization's behalf;
- iv. his or her membership in the ASR is terminated by the Organization;
- v. his or her membership in the ASR expires and is not renewed;
- vi. his or her membership in the ASR is revoked by the Director;
- vii. the Organization ceases to exist; and

(n) he or she will not incorporate his or her electronic signature into a Land Title Document if his or her membership in the ASR has terminated.