



INSTRUCTIONS

NOTICE OF CHANGE OF ADDRESS

NOTE: These instructions are provided for assistance only. They are not intended to address every type of situation, nor do they constitute legal advice. Real property (land) transactions are, by their nature, important legal transactions and should be entered into with professional advice and assistance. The Notice of Change of Address form provided on the web site is not a prescribed form under the Land Titles Act, and as such, it is a suggested form provided for convenience only.

This form is for use when the registered owner(s) want to change the address for service on a certificate of title, OR when the interest holder(s) want to change the address for service on a registered instrument (for example, a mortgage) or a caveat. The inapplicable paragraph should be deleted. It is the responsibility of the registered owner on a certificate of title or the interest holder in an instrument or caveat to ensure that the address for service on these documents is correct, as anyone wishing to serve documents on them is entitled to rely on that address.

“I (We)”

State the name of the person(s) or corporation, which must be the same as the name on the certificate(s) of title.

“follows”

The complete legal description(s) of the land, or the certificate of title numbers(s) must be provided.

“I (We)”

State the name of the person(s) or corporation holding the interest in the registered instrument or caveat.

“instrument(s) or caveat(s)”

The Land Titles registration number of the instrument(s) or caveat(s) must be provided.

“certificate of title is”

The complete postal address, including postal code, must be provided.

“Signature”

The document must be signed by the owner(s), caveator, agent of the caveator or the holder of the interest in the registered instrument.