



REQUEST FOR SEARCHES

Land Titles Office
Department of Justice

REQUESTER		INTAKE STAMP	
Contact person			
Firm name			
Telephone			
Fax			
Your file number			
Mailing address			
RETURN METHOD			
<input type="checkbox"/> Pick-up	<input type="checkbox"/> Mail	<input type="checkbox"/> Fax	
<input type="checkbox"/> Email	Email address:		
PAYMENT METHOD			
<input type="checkbox"/> Payment Information at the Land Titles Office		Cardholder name	
		Card number	XXXX / XXXX / XXXX / XXXX
<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	Expiry date	MM / YY
		CVC	XXX
<input type="checkbox"/> Cash	<input type="checkbox"/> Cheque or money order, payable to the Government of the Northwest Territories		
TITLE SEARCH			FEE
Certificate of Title search (by title number or legal description)			\$4 (plus copy fee)
Certified Copy of a Certificate of Title (includes search fee)			\$9 (plus copy fee)
Certificate evidencing ownership by Crown of a lot or parcel where no certificate of title has been issued (includes search fee)			\$9
DOCUMENT SEARCH			
Instrument, Caveat or other document search			\$4 (plus copy fee)
Certified copy of Instrument, Caveat or document (includes search fee)			\$9 (plus copy fee)
WRIT BOOK AND GENERAL REGISTER SEARCH			
Individual or Company Name search			\$5 per person
Writ Book and General Register Certificate (includes search fee)			\$15 per person
PLAN SEARCH			
Search for a registered or filed plan			\$10 (plus copy fee)
Certified Copy of a Plan (includes search fee)			\$15 (plus copy fee)

For complete Fee Schedule and copies of forms see: <https://www.justice.gov.nt.ca/en/land-titles/>



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COPY SERVICES		FEE
Photocopy		\$1 per page
Photocopy of Plan		\$10 per sheet (paper) OR \$10 per sheet + \$5 per linear metre or part metre (mylar)
Email Or Fax		\$2 per page
TITLE SEARCH		Title number(s) or Legal description(s)
<input type="checkbox"/> Certificate of Title search		\$
<input type="checkbox"/> Copy of a Certificate of Title		\$
<input type="checkbox"/> Certified Copy of a Certificate of Title		\$
<input type="checkbox"/> Certificate evidencing ownership by Crown of a lot or parcel where no certificate of title has been issued		\$
DOCUMENT SEARCH		Instrument, Caveat or other document number(s)
<input type="checkbox"/> Registered document search		\$
<input type="checkbox"/> Copy of a Document		\$
<input type="checkbox"/> Certified Copy of a Document		\$
WRIT BOOK AND GENERAL REGISTER SEARCH		List name(s)
<input type="checkbox"/> Individual or Company Name search		\$
<input type="checkbox"/> Certified Copy of Writ Book and General Register Certificate		\$
PLAN SEARCH		Plan number(s)
<input type="checkbox"/> Plan Search		\$
<input type="checkbox"/> Copy of a Plan		\$
<input type="checkbox"/> Mylar Copy of a Plan		\$
<input type="checkbox"/> Certified Copy of a Plan		\$
HISTORICAL SEARCH		Legal description(s)
<input type="checkbox"/> Search of all Certificate of title(s) back to the original grant <i>*See Title Search fees*</i>		\$
TOTAL		\$