



14 August 2019

NOTICE

SUBMISSION OF EVIDENCE OF A CHANGE OF NAME IN THE GENERAL REGISTER

The Land Titles Office hereby notifies the legal profession and submitters that as of September 30, 2019, the Land Titles Office will no longer file submissions of documents into the General Register containing evidence of multiple changes of name, as opposed to a single change of name, pursuant to s. 20(b) of the *Land Titles Act* ("Act").

In the land titles system, a name contained in the registry should always mirror the name of the person with the interest in land. When filing documents evidencing any change of name, submitters have two options:

- Submitting Form 24 under the *Land Titles Form Regulations*, pursuant to s. 155 of the *Act*. The result of which will have a memorandum added on any identified Certificate of Title, instrument, or caveat referring to the change of name; or
- Submitting documents evidencing a change of name in the General Register pursuant to s. 22(2)(c) of the *Act*. The result of which will allow the public to connect any changes of name to any registered document by completing a General Register search.

Past practice involving submitting changes of name in the General Register saw submitters filing evidence of all changes, including historical changes, as one package receiving a single daybook number. For corporate entities, especially ones incorporated in other jurisdictions, this can involve substantial documentation being submitted to the Land Titles Office. In many instances, tracing various amalgamations, continuations, or name changes in the corporate history can become very complex and result in both the Land Titles Office and submitters attempting to capture all changes of corporate names in one document with multiple attachments.

As a result, there have been occasions where submitters may have intended to document a change of name, but another change is evidenced and subsequently registered; or, submitters claiming multiple name changes are evidenced in the paperwork, when it may or may not have been changed or documented.

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Attempting to document multiple changes of name in one daybook submission can cause confusion and more importantly, can result in uncertainty in the submission. This practice may result in names not being properly registered, as intended or searchable in the General Register.

A review of s. 22(2)(c) of the *Act* contemplates a submission to the General Register involves “documents evidencing **a** change of name” (emphasis added), in the singular. The Land Titles Office will now enforce this more narrow interpretation of the legislation. As a result, all subsequent submissions of changes of name for filing in the General Register will only be accepted when the submission clearly, and solely, identify name *A* was changed to name *B*. The Land Titles Office will no longer conduct any tracing of historical changes in the submission. If a submitter needs to change a name for a party that had multiple changes of name which were not kept updated in the registry, each will need to have its own registration submission.

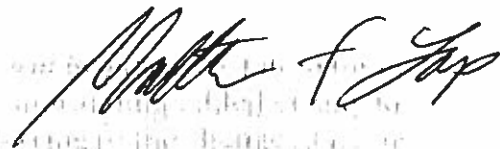
We also request each submission contain a solicitor’s cover letter that identifies the intended change of name, and clearly points to the location in attached evidence of the purported change to assist the document examiner and ensure both the submitter and examiner have the same understanding of the intended change.

This notice will be available through:

- publication in two editions of the *Weekly Bulletin* of the Law Society of the Northwest Territories;
- display at the Land Titles Office and publication on its website; and
- addressed at the Registrar’s annual meeting with the bar.

Any questions can be directed to the Land Titles Office at (867) 767-9302.

Sincerely,



Matthew F. Yap, LL.B.
Registrar of Land Titles