



Directives  
Land Registry

SECTION: SUBSEQUENT  
REGISTRATIONS

NUMBER: 2001-011

SUBJECT: Registration of documents  
in both systems

**BACKGROUND** There has been confusion as to the process for registering a document that affects parcels of land in both the Registry and Land Titles systems.

**PURPOSE** To provide direction on registration of documents that affect both Registry and Land Titles Parcels and must therefore be registered in both systems

**REFERENCE.** N/A

**DIRECTIVE**

- Present 1 original of the document and full set of plans (if any)
- Any Registry parcels affected must have a Schedule “A”, legal description, with the apparent PID # noted on the Schedule “A”, above the legal description.
- The document must comply with Section 46 of the Registry Act.
- **Fees** are based on the number of parcels in each registration system per Schedule of Fees under Registry Act and Schedule B, Reg. 83-130, under the Land Titles Act.
- Certificate(s) of Effect should accompany the document setting out the intended effect of the registration.

**NOTE:** Some documents need to be treated as sets; therefore, registration is dependent on being able to register a document in both systems and give effect to the intent. If the document is not capable of registration in both Registry and Land Titles, it will be rejected.

**EXAMPLE:** An Easement (2200) over a Registry parcel or Land Titles parcel is deficient and has to be rejected, then the easement that is intended to be created in the other system must also be rejected.



**Directives  
Land Registry**

**SECTION: SUBSEQUENT  
REGISTRATIONS**

**NUMBER: 2001-011**

**SUBJECT: Registration of documents  
in both systems**

**EXAMPLE:** Land Titles transfer (1100) creates an Easement (2200) over a Registry parcel as a benefit. If the transfer or deed is deficient and has to be rejected, then the easement that is intended to be created in the other system must also be rejected.