

## FILE OPENING CHECKLIST

PID \_\_\_\_\_ More than One?  Yes  No

Land Registered \_\_\_\_\_  Yes  No

Infant Parcel - Check LR date of Parent Parcel

Search Start Date: \_\_\_\_\_ Access: \_\_\_\_\_

Does Owner in POL View match names in Agreement of Purchase and Sale?  Yes  No

If signed pursuant to POA, has the POA been recorded?  Yes  No

Does the parcel description coincide with:

1. Land Registration View  Yes  No
2. Plan  Yes  No
3. Historic Description  Yes  No
4. Does description match POL graphics  Yes  No
5. Has parcel description and graphics been reviewed with client  Yes  No
6. Are the burdens/benefits consistent with legal description  Yes  No
7. Have I clicked on neighbouring PIDs to check for benefits/burdens affecting PID under Search  Yes  No

MISMATCH  Yes  No

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8. If the parcel was migrated on or after May 4, 2009, are benefits/burdens affecting our parcel also flagged (with a Form 8A) in Property Details of flip-side non-LR parcels?  Yes  No
9. If the parcel register identifies "Various PIDs", have we satisfied ourselves that it refers to the same benefit/burden  Yes  No
10. If the parcel is consolidated, can any easement benefits extend for the benefit of the consolidated parcel?  Yes  No

### SEARCHES:

Have we done electronic searches of:

Parcel <input type="checkbox"/>	Seller <input type="checkbox"/>	Buyer <input type="checkbox"/>
GGI (Seller) <input type="checkbox"/>	GGI (Judgments against Buyer) <input type="checkbox"/>	Plans <input type="checkbox"/> Plans in Process <input type="checkbox"/>
Non-LRA Documents in Process <input type="checkbox"/> Seller <input type="checkbox"/> Buyer	By PID for Docs in Process <input type="checkbox"/>	Approved Plan <input type="checkbox"/> Restrictive Covenants <input type="checkbox"/>

### CONDOMINIUMS:

Plan of Unit  Underlying Land Footprint

COMPLETED: Date \_\_\_\_\_ By: \_\_\_\_\_ ☺

## CLOSING DAY CHECKLIST

PID \_\_\_\_\_ More than One?  Yes  No

### DEED:

Is the Seller described in the Deed exactly the same as in the LR View?

Is the Buyer correctly described in the Deed?

Is the manner of tenure correctly stated in the Deed?

If signed by POA, has the POA been recorded?  Yes  No

If no, is it attached (ie. Doc in Doc?)

Is the *Matrimonial Property Act* Affidavit appropriate?  Yes  No

Is the name of the Commissioner/Notary/Barrister typed/printed?  Yes  No

If there is not a separate Certificate of Execution:

1. Does the paragraph in the Affidavit of Status refer only to the *Land Registration Act*?  Yes  No

2. Does the paragraph have "Affidavit of Execution" heading?  Yes  No

Does the parcel description coincide with:

1. Land Registration View?  Yes  No.

2. Plan?  No.

3. Historic Description  No

4. Does it match POL graphics?  Yes  No

5. Is it identified by a PID?  Yes  No

6. Is it labelled Schedule "A"?  Yes  No

7. Do the easement, burdens/benefits; restrictions match the Parcel Register?  Yes  No

### UNDERTAKINGS:

Does the Land Registration View show recorded instruments which are to be released?

Yes  No

Do I have an undertaking?  Yes  No

Have I added these undertakings to the list of undertakings PCLaw?  Yes  No.

### SEARCHES:

Have we done electronic searches of:

Parcel <input type="checkbox"/>	Seller <input type="checkbox"/>	Buyer <input type="checkbox"/>
GGI (Seller) <input type="checkbox"/>	GGI (Judgments against Buyer) <input type="checkbox"/>	Plans <input type="checkbox"/> Plans in Process <input type="checkbox"/>
Non-LRA Documents in Process <input type="checkbox"/> Seller <input type="checkbox"/> Buyer	By PID for Docs in Process <input type="checkbox"/>	

COMPLETED: Date \_\_\_\_\_ By: \_\_\_\_\_