



## **2<sup>nd</sup> Notice to Alberta Land Titles Registrants Regarding the New Pending Registration Request Listing Service**

June 7, 2007

As previously announced, Alberta Land Titles is proceeding with the implementation of a new ALTA 2 Digital Submission Process and Pending Registration Request Listing service to assist registrants in proceeding with transactions prior to the actual examination and registration of their documents.

The new Document Registration Request (DRR) web form application will be the primary change for clients in the first of three phases making up a new ALTA 2 Digital DRR Submission Process (DSP1). Built from a sub-set of information entered by clients on the new electronic DRR, the new Pending Registration Request Listing (PRRL) provides registrants with the ability to search and view DRR's for potentially competing pending registration submissions on a given legal description(s). If nothing appears, the registrant can proceed with the transaction knowing that there are no competing documents awaiting registration.

If competing registrations do appear the registrant may contact the corresponding party using the information provided by the PRRL to clarify and then proceed with the transaction if they so choose. The new information now available in the PRRL coupled with the use of protocol closings should enable most sale and mortgage transactions to be completed in advance of the formal examination and subsequent registration of documents at the Land Titles Office.

An implementation weekend of June 23 & 24, 2007 has now been set for the new service. **Please do not contact Land Titles seeking further information or instructions.** The primary form of training will be through a downloaded manual containing detailed "screen by screen" instructions on how to use the new application as well as video files on its basic operations. The training material has been reviewed by client representatives and found to be straight forward to use.

A draft version of the instruction manual is now available for download from the ReTalk web site (<http://www.retalk.gov.ab.ca>) under the "Land Titles" - "Document Library" directory (LT DOC 174). The video files will be posted prior to the release weekend. Clients will be given one week of "trial and error" practice at the end of June, with July being the formal transition month. **As of August 1<sup>st</sup> all account clients and sophisticated users (e.g. cash, prepayment) must be fully transitioned and using the online DRR for document submissions.** Further transition information will follow as we approach the implementation date.

Alberta Land Titles

***Please Note: It is very important that this notice be forwarded to all parties within your organization who deal with Land Titles registrations.***