Land Title/Property Search Request Form

Centro Legal Works Inc.
t.416.599.4040 | 1.877.239.6616
f.416.599.8655 | 1.877.239.0244
www.centrolegalworks.com

1. Your Contact Details/Billing Information::

Order Date:
Contact Name:
Your Address:
Phone Number: **Fax Number:**
Email Address:

2. Property Information (provide one or more of the following details below):

Property Owner's Name:
Property Owner's Address:
Property Legal Description:* Plan:
*(must also provide owners name or municipal address) Block:
Lot:
Land Title District (City/Town):
PIN – Property Identification Number:
Document Instrument Number:
Condominium: Unit No.:
*(must also provide municipal address) Level No.:
Plan:

Special instructions or additional search information:

3. Please indicate the document(s) or information required:

- ☐ Parcel Register Only – printout showing list of all registered documents on title. ☐ Include deleted instruments (additional pages)
- ☐ Add / include copy of most current transfer/deed.
- ☐ Add / Include copy of mortgages/liens or charges on title.
- ☐ Add Writs of Execution search on current owners – reveals details of judgments on the owners.

4. Payment Details:

I agree that I am: a) The designated cardholder which bears my name and matches the name provided to Centro Legal Works Inc. OR
b) My Company's credit card for which I have explicit authorization to use. Such authorization will be provided to Centro Legal Works Inc. upon request.
And I authorize Centro Legal Works Inc. to charge the amount either indicated above, or the amount to be provided based on a sales order which will be confirmed with me prior to processing.

Type of Card: ☐ Visa ☐ Master Card ☐ American Express
Name on Card:
Credit Card Number: Expiry Date:

Cardholder Signature:

EMAIL PRINT SAVE

***Terms & Conditions:** The total cost of the search will depend on the information you require and total number of pages. Not all searches are available electronically; additional search fees and agent costs apply for manual searches conducted at the appropriate Land Registry Office. Copies of survey, plans or maps are additional and not included in the prices listed above. This request form must be signed to complete the search.

Approximate Cost Breakdown of Land Title Searches*: (disbursements and copy fees are additional)

Land Title search Fee:	$25.00 plus GST; $15 plus GST fee applies if no records are found.
Additional Document Retrieval Fee:	$10.00 plus GST (additional – per document)
Disbursements for **Toronto** Parcel Register:	$18.60 first page only. $2.00 for each additional page.
Disbursements for **outside Toronto** Parcel Register:	$29.00 first page only. $2.00 for each additional page.
Disbursements for Document Copies (transfers, charges etc):	$3.00 plus $1.00 per page + GST
Disbursements for Writ of Execution:	$14.15 per writ plus $8.10 per writ detail report (if matches are found).

Fax: 416.599.8655 | 1.877.239.0244 or Email: search@centrolegalworks.com