

## Guideline Form 15

**Purpose of Form:** This form is used by an authorized lawyer to request that the registrar cancel the recording of a security interest in a parcel register under Section 60 of the *Land Registration Act*. The form contains a certificate of legal effect certifying to the appropriateness of the removal of the interest and must be signed by an authorized lawyer.

**Instrument Type:** 831

**LR or ROD:** This document is indexed under the land registration system only.

**Mandatory E-Submission Applies:** No (currently no electronic F15 exists)

**Fee Required:** Yes

**Accompanying Instrument Required:** Yes (see required attachments under Acceptance Criteria)

### Acceptance Criteria for Form 15:

Correct registration district is provided

Submitter user number and name – required to be the authorized lawyer who is signing the Form 15

Form 15 includes only LR PIDs

Number of PIDs on form does not exceed 9

Box is ticked indicating who demand is being made by

Statutory declaration, copy of written demand and proof of service is attached

Proof of service includes affidavit re personal delivery or signature for recipient for courier or registered mail

Thirty calendar days have passed since date of receipt of service of demand

Interest holder name and type and “Reference to Related Instrument” to be removed are provided and appropriate

Certificate of legal effect on form is dated and signed

### Description of Use of Form:

This form is used by an authorized lawyer to request that the registrar cancel the recording of a security interest in a parcel register. The form contains a certificate of legal effect certifying to the appropriateness of the removal of the interest and must be signed by an authorized lawyer.

A demand may be made by the debtor of the security interest or the holder of a registered interest in the affected parcel after thirty days have passed since service of the demand. The demand must clearly set out the obligations under Section 60 of the Act requiring the interest holder(s) to take action to continue the recording of the interest.

A copy of the demand served on the on the secured party, a statutory declaration outlining the grounds that were used to make the demand and proof of service must be attached to the Form 15 submitted by the authorized lawyer.

Land Registration Office staff will confirm that all the documentation listed above is attached and that thirty days have passed since service of the notice. Staff will then cancel the recording of the interest in the parcel register(s) as requested, if the Form 15 has been completed correctly.

**Supporting Form(s) / Documents required:**

- Statutory declaration used as the basis for the demand
- Copy of written demand served
- Proof of service (includes personal service (affidavit required) or registered mail (signature of recipient required))