

Guideline Form 24

Changes to Registered and Recorded Interests Based on Document Attached:

Purpose of Form:

This form is used by an authorized lawyer to make changes to the registered interest section, benefit and/or burden section(s) based on an attached document. The document may also result in adding, removing or editing of recorded interests or textual qualifications if these interests are affected by the attached document.

If the Form 24 is revising the registered ownership of the parcel, any judgments and associated judgment related documents that the authorized lawyer has determined are appropriate to be added to the parcel register (See 23(1)(h) and (2) of the *Land Registration Administration Regulations*) are also added with this form.

Instrument Type: Based on document attached

LR or ROD: This form is indexed under the Land Registration system only.

Mandatory E-Submission Applies: Yes (Only where functionality exists)

Fee Required: Yes (for document attached)

Accompanying Instrument Required: Yes

Acceptance Criteria:

Correct registration district is provided

Submitter user number and name – required to be the authorized lawyer who is signing the Form 24

Document acceptance criteria for document attached

Form 24 includes only LR PIDs

Number of PIDs on form does not exceed 9

If Form 24 is adding a new easement benefit or burden (does not include generic burden statements), the corresponding Form 24 (for LR parcel), 8A with Form 44 (for notice only) or Form 44 (grant of easement, statutory declaration, etc) is accompanying.

A Form 24 with statutory declaration attached is not adding a burden to an LR parcel (See 74(2) of the *Land Registration Act*)

A box re POA has been selected

If interest holder name and type is to be removed, it currently appears as an interest holder in the parcel register

If interest holder name and type is to be removed, applicable "Reference to Related Instrument" is provided

If interest holder name and type is to be removed, the interest holder being removed is a party to the document attached and the document is appropriate to remove the interests

If interest holder name and type is to be added, the interest holder being added is a party to the document attached and the document is appropriate to add the interests

A complete mailing address is present for any interest holder being added (does not apply to PID numbers or generic burden holder names, e.g. Subject to Restrictive Covenants, etc)

Certificate of legal effect on form is dated and signed

Supporting Form(s) / Documents required:

Document revising parcel register

Form 24 to Elevate a Tenant in Common Interest

Purpose of Form: Only one "electronic" AFR can be done per PID. Parcels that involve tenant in common interests may not have all interests being migrated at the same time and the result will be that while the parcel becomes a land titles parcel with the first interest(s) is/are registered. The parcel will continue to have interests that are registered under the *Land Registration Act* and interests that remain under the *Registry Act*. This will remain the case until the last interest under the Registry Act is migrated.

Instrument Type: 199

LR or ROD: This form is indexed under the Land Registration system only.

Mandatory E-Submission Applies: No (A manual process is required to update the parcel register)

Fee Required: No

Accompanying Instrument Required: No

Acceptance Criteria:

Correct registration district is provided

Submitter user number and name – required to be the authorized lawyer who is signing the Form 24

Form 24 includes only LR PIDs

Number of PIDs on form does not exceed 9

A box re POA has been selected

Interest holder names, types and complete mailing addresses have been provided for each interest holder being added (mailing address does not apply to PID numbers or generic burden holder names, e.g. Subject to Restrictive Covenants, etc)

If interest holder name being elevated currently appears in Tenant in Common Not Registered...section, lawyer has instructed its removal on Form 24 Certificate of legal effect on form is dated and signed

Form 24 acts as a paper AFR to migrate any of the remaining tenant in common interest holders. The lawyer enters the information on the Form 24, interest holder names, interest types, enabling instruments, etc as he would enter it on an AFR and submits it to the LRO to update the parcel register. Staff will enter the interest holder names, types, mailing addresses, textual qualifications or other information as per the Form 24.

Supporting Form(s) / Documents required:

None (lawyer must retain the items as outlined in 10(6) of the Land Registration Administration Regulations for review by the Registrar General or audit by the Nova Scotia Barristers' Society).