



Commercial Title Insurance Policy Order Form – Ontario¹

Please Return: 1) Completed form; and 2) Copy of Parcel Register(s) (including deleted instruments)
To: TitlePLUS® Customer Service Centre, by fax to 1-800-286-7639 or email to titleplus@lawpro.ca

You will be contacted regarding additional information and search requirements. Once your application is processed, you will be emailed the pre-closing Commitment Package.

NOTES: (1) For transactions from \$1-\$5 million², additional requirements may apply. Call the TitlePLUS Customer Service Centre at 1-800-410-1013 or 416-598-5899 for further details. (2) If you represent only the borrower and not the lender, you cannot order a TitlePLUS Policy on the lender's behalf.

The receipt of this completed form by Lawyers' Professional Indemnity Company (LAWPRO®) does not bind LAWPRO to approve the lawyer's legal services for the transaction or to issue a TitlePLUS policy, until pre-approval for the policy has been granted in writing and all conditions (if any) have been satisfied.

Lawyer Name: _____ LAWPRO No.: _____
Contact Name for this file: _____ Contact's Phone No.: _____
E-mail: _____

Basic Information

- Type of policy requested: [] Purchase Policy ([] with mortgage or [] without mortgage) OR [] Mortgage-Only Policy
- Your File No.: _____
- Closing Date/Expected Mortgage Advance Date: _____
- If purchase, purchase price (including GST/HST): _____
- Purchaser/Borrower: _____
- If purchase, how is purchaser taking title? [] Same as single purchaser above [] Joint Tenants [] Tenants in Common
- For this transaction, are you or your firm performing mortgage brokering, lending or administration services which require a licence under the Mortgage Brokerages, Lenders and Administrators Act, 2006 (the "Act")? [] Yes [] No
- If "Yes," do you have the required licence under the Act? [] Yes [] No (if "No," not eligible for TitlePLUS policy)
- Do you or your firm have any direct/indirect interest in this transaction? [] Yes [] No
- If purchase, are you acting for both the purchaser and the vendor in this transaction? [] Yes [] No
- Has another title insurance company declined to provide title insurance for this transaction? [] Yes [] No
- Is the property being purchased after a default or forfeiture? [] Yes [] No (i.e., purchase from a mortgage lender (power of sale, foreclosure), a mortgage insurer; the federal or provincial government after a forfeiture, the Public Guardian and Trustee, or under a court sale, an execution or judgment, or a municipal tax sale)

Your Retainer Information

- Does your client require Non-Residential Zoning Coverage? [] Yes (zoning search required) [] No
- Is the property intended for development or re-development? [] Yes [] No
- If "Yes," are you retained to provide verification re: development potential of land, including building permit availability, services and status of development charges? [] Yes [] No
- Are you retained to provide legal advice on business-related issues? [] Yes [] No
- Are you retained to advise on environmental or aboriginal issues affecting the property? [] Yes [] No
- If purchase, are you retained to consider and address GST/HST issues? [] Yes [] No
- Are there any tenants in the property? [] Yes [] No
- If "Yes," are you retained to conduct a lease review, obtain tenant estoppel certificates and to postpone existing leases or tenancies to new mortgage being insured (if applicable)? [] Yes [] No

(continued...)

Property Information

- Current Property Type/Use (select one): (check here if intended use is different than current use)
 - Commercial condominium
 - Store, restaurant and/or office (check here if property also includes 1 to 6 residential dwelling units)
 - Multi-unit residential (7 or more dwelling units)
 - Industrial building, including warehouse and factory (i.e., no retail or residential; no offices other than accessory to industrial use)
 - Vacant land intended for commercial purposes (i.e., zoned commercial, industrial or residential with intention to use for 7 or more dwelling units)
 - Farming operation (check here if property also includes 1 to 6 residential dwelling units)
 - Other (provide brief description of property type and use): _____
- Property Address: _____
City/Town: _____ Postal Code: _____
- Assessment Roll No.: _____
- Is the property newly constructed? Yes No
- Are both the water and sewage services municipal? Yes No

Please provide copy of Parcel Register, including deleted instruments, with completed order form.

Mortgage Information

- If mortgage-only, provide current property value: _____
 - (select one): lender's appraisal OR municipal tax assessment value OR purchase price, if purchase OR other)
- Mortgage Type (select one):
 - Conventional/One Advance Only
 - Line of Credit (provide standard charge terms no.: _____)
 - Construction (check here if you will be subsearching title prior to any subsequent advances)
 - VTB/Assumed (mortgage not eligible for TitlePLUS coverage)
- Mortgage Lender: _____ 1st 2nd 3rd
- Is this a Private Lender³? Yes No
- Mortgage Principal: _____ Interest Rate: _____ or as stated in mortgage
Reference No.: _____ Maturity Date: _____ or on demand
- Name of Mortgage Broker, if any: _____
- Any Guarantor? Yes No
- Are you retained to act for the lender for this mortgage? Yes No (mortgage not eligible for TitlePLUS coverage)
 - If "Yes," please ensure the lender will accept a TitlePLUS policy for this transaction.
- Are you retained to act for both the lender and the borrower? Yes No
 - If "Yes," have you obtained the appropriate consents to act for both parties? Yes No
 - If "No," provide name of borrower's lawyer: First Name: _____ Last Name: _____
- Is the lender providing you with standard-form security documents⁴? Yes No
- List any additional security documents that will be registered on closing: _____

¹ The TitlePLUS policy is underwritten by Lawyers' Professional Indemnity Company (LAWPRO). Please refer to the policy for full details, including actual terms and conditions.

² Transactions over \$5 million are not eligible for a TitlePLUS policy.

³ A private lender is not a/n: (a) bank, trust company, insurance company, credit union or caisse populaire; (b) lender approved for mortgage underwriting under the National Housing Act; (c) lender regulated by OSFI or a provincial or territorial regulatory body; (d) lender whose shares are listed on a stock exchange within or outside Canada that is a designated stock exchange for the purposes of the Income Tax Act; (e) mortgage investment corporation under the Income Tax Act; or (f) affiliate of one of the above. When funds are provided by an individual's registered plan (such as a RRSP, RRIF or TFSA) and the mortgage will be registered to a bank, trust company or credit union as trustee, the lender is considered private. For questions about specific lenders, please contact us.

⁴ Coverage for mortgage lenders where one lawyer/firm acts for both lender and borrower is available only where you will be using the mortgage lender's standard security documentation (as opposed to your own customized documentation).

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