

NISGA'A LAND TITLE OFFICE INSTRUCTION SHEET FOR NLTA FORM C

**THIS FORM SHOULD BE COMPLETED USING THE INFORMATION AVAILABLE ON A CURRENT TITLE SEARCH.
CONTACT OUR OFFICE FOR ASSISTANCE WITH FORM COMPLETION OR TO ORDER A TITLE SEARCH:**

Phone: (250) 633-3028/toll free 1-866-633-0888 Email: land.title@nisgaa.net Fax: (250) 633-2051

1) PERSON SUBMITTING APPLICATION TO NISGA'A LAND TITLE OFFICE

- (a) Enter the **Full Name** of person submitting application to Nisga'a Land Title Office for registration.
Enter a corporate name if applicable.
- (b) Enter the full **Mailing Address** of the person submitting the application, including PO Box or General Delivery, if required.
- (c) Enter a valid **Telephone number or email address** to contact the person listed.
- (d) Check the appropriate box regarding the **Status** of the person submitting the application. The person submitting the application must sign here and print their name under the signature.
 - **applicant (transferee)** is a person who will receive the charge
 - **agent of applicant (transferee)** is a person acting on behalf of applicant
 - **solicitor of applicant (transferee)** is a practicing lawyer representing the applicant

2) NATURE OF TRANSACTION

Check the appropriate box and provide any information requested in the space provided.

3) LAND

- (a) Enter the **Parcel identification number (PIN)**, exactly as shown on the Title Search.
- (b) Enter the **Legal Description**, exactly as shown on the Title Search.

4) TYPE OF CHARGE GRANTED, TRANSFERRED, DISCHARGED, CANCELED, MODIFIED, POSTPONED OR EXTENDED

Check the appropriate box and fill in the registration number – displayed on the Title Search, if there is one.

5) INTEREST IN CHARGE GRANTED, TRANSFERRED, DISCHARGED, CANCELED, MODIFIED, POSTPONED OR EXTENDED

Check the appropriate box and specify the fractional interest if required.

6) TERMS

Check the appropriate box. Select **There is no Part 2 of this general instrument** if the transaction consists of a grant of previously unregistered charge, discharge of a charge, cancellation of a charge, or a transfer of a registered Nisga'a Nation entitlement or Nisga'a Village entitlement.

7) ADDITIONAL OR MODIFIED TERMS

Provide any information required to describe additional or modified terms.

8) TRANSFEROR(S)

Enter full name of the entity or the person(s) currently registered as the owner(s) of land or of a charge, exactly as shown on Title Search. List each one's full mailing address, Nisga'a Land Title Office identification number, and if applicable, undivided fractional or joint tenancy interest.

If a Transferor is a Nisga'a citizen, their citizenship number is also their Nisga'a Land Title Office identification number. If a Transferor is not a Nisga'a citizen, the Nisga'a Land Title Office can provide an identification number.

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9) TRANSFEREE(S)

Enter full name of the entity or the person(s) to be registered as the new owner of the charge. List each one's full mailing address, Nisga'a Land Title Office identification number, and if applicable, undivided fractional or joint tenancy interest(s).

If a Transferee is a Nisga'a citizen, their citizenship number is also their Nisga'a Land Title Office identification number. If a Transferee is not a Nisga'a citizen, the Nisga'a Land Title Office can provide an identification number.

10) CERTIFICATE OF OUTSTANDING TAXES

Checking this box indicates that the transferor(s) have obtained the required certificate from the Nisga'a Tax Administrator and have provided it to the transferee(s).

11) EXECUTION(S)

This section is completed in the presence of the lawyer or notary public who witnesses the transferor's signature(s).

STAFF OF THE NISGA'A LAND TITLE OFFICE WOULD BE PLEASED TO REVIEW YOUR FORM BEFORE YOU TAKE IT TO A LAWYER OR NOTARY PUBLIC FOR WITNESSING. THE NISGA'A LAND TITLE OFFICE CAN NOT ACCEPT INCOMPLETE OR INACCURATE FORMS.