

Obtaining a Copy of the Parcel Register

Effective January 2022, changes to the County of Hastings' procedures for consent application submissions require submission of the Parcel Register(s) for the subject property to accompany the application.

A Parcel Register * (aka "PIN page") is a record containing a property description and list of instruments (documents) registered on title to the property within the Province of Ontario Land Registration Information System (POLARIS), as of the date of the property search. This gives a real-time, up-to-date report for a property and the provincial ownership record. All documents are **public record**. Any fees associated with obtaining a Parcel Register(s) are those of the applicant.

Please review the fee schedule as set out in the *Land Titles and Registry Act, Electronic Land Registration Services Act, 2010*, as amended, for available services and documents.

Land registration services, including self-service options, are **only accessible online**. Link to main search screen: <https://www.onland.ca/ui/>

Additional assistance, including more detailed instructions to perform a search to obtain a parcel register using the online system, is at the below link:

<https://help.onland.ca/en/property-search/>

Teranet Customer Service Phone Number: 1-844-966-5263

In the Property Search, you can search a property using the PIN, street address, registration number of an Instrument (document) registered on the property, or you can locate the property on a map. Then you may obtain information about the property, purchase, print and download a copy of a map, or Parcel Register.

A Parcel Register is delivered as a PDF and is styled as a sort of abstract that tells you (including, but not limited to):

- The legal description of the property.
- The PIN (Property Identification Number).
- The legal homeowners – type of ownership.
- A history of:
 - Transfers of Ownership
 - Registrations – like easements, reference plans, and leases.
 - Discharges – for mortgages

Note: If you are having difficulty, or if you need assistance with searching, conducting research, interpreting records or legal advice, please contact a legal professional, such as a lawyer or title searcher. Searching land registry records can be a complex process and staff cannot interpret records on your behalf. **If you need assistance with your search, please contact Teraview, a legal professional, such as a lawyer, or a title searcher.**

Please note: Addresses are not regulated by the land titles offices and may or may not produce a result as this is in reference to what is registered on the title. If a deed is registered without an address or there is a misspelled address, you would not be able to pull a result.

You may use the MAP feature to locate the property on the map and purchase the PIN Map showing the PIN (Property Identifier Number) which will allow you to search by PIN.

You may also try another program called Teranet eXpress (www.teranetexpress.ca) where you may register for free as a user and perform a name search. If you know the name of the owner, for a fee, you may obtain a name search report in the land titles office (i.e. #21 HASTINGS) which will identify the PIN number(s) associated with the name allowing you to search by PIN.

* An official product of the Ontario government pursuant to provincial land registration statutes.

A sample parcel register follows.

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/CHKD		
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">TESTING</div> <div style="text-align: center;"> LAND REGISTRY OFFICE #20 25050-1111 (LT) </div> <div style="text-align: right; font-size: small;"> PAGE 1 OF 1 PREPARED FOR astatevski ON 2021/02/04 AT 14:25:59 </div> </div> <p style="text-align: center; font-size: x-small;">* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *</p> <p>PROPERTY DESCRIPTION: *** NOT VALID - TO BE USED FOR TRAINING PURPOSES ONLY *** LT 5, PL NORVAL SOUTH OF GUELPH STREET ; PT LT 5, PL NORVAL NORTH OF GREEN STREET , AS IN 627505 ; HALTON HILLS</p> <p>PROPERTY REMARKS:</p> <p>ESTATE/QUALIFIER: RECENTLY: FIRST CONVERSION FROM BOOK PIN CREATION DATE: 1996/11/25</p> <p>FEE SIMPLE: LT CONVERSION QUALIFIED</p> <p>OWNERS' NAMES: ICETON, TREVOR SMITH, ADELE CAPACITY SHARE: JVEN</p>								
		EFFECTIVE 2000/07/29 THE NOTATION OF THE "BLOCK IMPLEMENTATION DATE" OF 1996/11/25 ON THIS PIN **WAS REPLACED WITH THE "PIN CREATION DATE" OF 1996/11/25** ** PRINTOUT INCLUDES ALL DOCUMENT TYPES AND DELETED INSTRUMENTS SINCE 1996/11/23 ** **SUBJECT, ON FIRST REGISTRATION UNDER THE LAND TITLES ACT, TO: SUBSECTION 4(1) OF THE LAND TITLES ACT, EXCEPT PARAGRAPH 11, PARAGRAPH 14, PROVINCIAL SUCCESSION DUTIES * AND ESCHEATS OR FORFEITURE TO THE CROWN. THE RIGHTS OF ANY PERSON WHO WOULD, BUT FOR THE LAND TITLES ACT, BE ENTITLED TO THE LAND OR ANY PART OF IT THROUGH LENGTH OF ADVERSE POSSESSION, PRESCRIPTION, MISDESCRIPTION OR BOUNDARIES SETTLED BY CONVENTION. ANY LEASE TO WHICH THE SUBSECTION 70(2) OF THE REGISTRY ACT APPLIES. **DATE OF CONVERSION TO LAND TITLES: 1996/11/25 **						
359851	1973/04/26	BYLAW				C		
627505	1985/09/27	TRANSFER	\$114,000		ICETON, TREVOR SMITH, ADELE	C		
689372	1988/04/14	CHARGE	\$116,000		CANADA TRUSTCO MORTGAGE COMPANY	C		