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Date: June 27, 2016

To: Survey clients of The Property Registry

**Re: Plan Deposit Submission**

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The Property Registry is pleased to announce the release of Plan Deposit Submission. Plan Deposit Submission is a new application that allows you to electronically submit survey plan deposits for examination. Please see the [Registrar-General Directive](#), dated June 26, 2016.

You can find Plan Deposit Submission on The Property Registry's website at [www.tprmb.ca/pds](http://www.tprmb.ca/pds).

You can access Plan Deposit Submission with your existing TPR Online Services user ID and password. If you don't have a user ID, or if your organization is not already registered to use Online Services, please submit a completed [Client Application Form](#) to [tpclient@tprmb.ca](mailto:tpclient@tprmb.ca).

**Other resources**

- A Plan Deposit Submission user guide is available on our [website](#).
- Please be sure to check our Plan Deposit [system requirements](#) to ensure you will be able to access the application.

If you have any questions or feedback related to Plan Deposit Submission, please contact our Client Service Team at [tpclient@tprmb.ca](mailto:tpclient@tprmb.ca).

You received this communication because our records list you as either the primary or alternate firm contact for your organization. We ask that you distribute this notice to anyone within your organization that may be impacted by this change.

Sincerely,

Maureen Terra  
Executive Sponsor, Client Service Improvement Initiative