



Date: March 31, 2015

To: All Clients of The Property Registry

Re: **Titles Online – Immediate Action Required!**

Further to our email on March 6, 2015, The Property Registry will launch a new and enhanced online search service for titles and related instruments called Titles Online. This new application will be available on April 26, 2015. Titles Online will replace the existing Manitoba Land Titles System (MLTS). Access to MLTS **will be discontinued** upon the release of Titles Online. The fee for a title search will be \$23.

To prepare for the implementation of Titles Online, **all** clients doing business will need: (1) a Firm ID, (2) a User ID and (3) an Online Deposit Account. A Titles Online Checklist has been prepared to help ensure you have taken the necessary steps to be able to use Titles Online.

- Access the Titles Online Checklist: <http://www.tprmb.ca/tpr/securityforms.html>
- Apply for a Firm ID and/or User IDs using the Online Access Application Form: <http://www.tprmb.ca/tpr/securityforms.html>
- Apply for an Online Deposit Account using the TPR Online Service Account Application Form: <http://www.tprmb.ca/tpr/agency/accountinfo.html>

Please **immediately** send your completed forms to tprclient@tprmb.ca or by mail to:

The Property Registry
276 Portage Avenue
Winnipeg MB, R3C 0B6
Attn: Derrick Dubell

It takes up to ten business days to process these forms. If you have already submitted these forms then no further action is required at this time. You will receive a confirmation email after your application has been processed.

To ensure that your application is processed in time for the launch of Titles Online on April 26th, please make sure you have done the following on your Online Access Application Form:

- Granted access to **all users** in your organization who require access to Titles Online
- In the current user id field, provide (if available) each user's *first* ID login to Manitoba Online. These logins are also commonly referred to as business services IDs.
- Accept the user Terms & Conditions.

Titles Online has been designed to be very user friendly. Step-by-step user guides, FAQs and online training videos will be available to help ensure you have all the information and support you need to use Titles Online. Please regularly visit our Online Service Reference page for up-to-date information: http://www.tprmb.ca/tpr/land_titles/ito_offices/reference_material.html

We are looking forward to the exciting launch of Titles Online! If you have questions or feedback regarding Titles Online, or any of our Online Services, please email us at tprclient@tprmb.ca.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Anderson".

Nancy Anderson
General Manager
The Property Registry