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Date: November 6, 2017

**Subject:** New deposit account top-up option

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Hi Everyone,

We're pleased to announce a new feature for your land titles deposit account. Beginning Tuesday, November 7, clients with a land titles office deposit account will have the option to use our new deposit account **top-up** service.

### **Top-up is faster**

Paying for searches will be faster and easier with top-up. You'll no longer need to mail a cheque to add money to your land titles deposit account—we can automatically pull the funds from the bank account of your choice.

### **How top-up works**

Once your account balance hits your designated minimum balance, The Property Registry (TPR) will pull enough funds from your bank account to top-up your deposit account to your maximum balance. Top-ups are automated electronic funds transfers that run daily. You decide what your firm's minimum and maximum balances will be.

For example, assume your designated minimum balance is \$100 and your maximum balance is \$500. When your deposit account balance falls under \$100, TPR will automatically pull enough funds from your bank account to bring your balance back to \$500.

### **Sign up for top-up**

Sign up for top-up using the Client Application Form. Your banking information will go in the account information section of the form. For help completing the form, please consult the Client Application Form user guides. The updated form and guides are available on our website at [tprmb.ca/tpr/agency/accountinfo.html](http://tprmb.ca/tpr/agency/accountinfo.html).

### **Other payment options coming soon**

We're happy to announce that more electronic payments options will be coming to TPR in December 2017. Stay tuned!

Sincerely,

Maureen Terra  
Executive Sponsor, Client Service Improvement Initiative