



COMMERCIAL

Standard Search Guidelines

Owner and Loan Policies - Western (AB, SK, MB)

OWNER POLICIES

SEARCHES FOR OWNER POLICIES UNDER \$10M:

We require that the legal counsel provide us with a **completed Commercial Title Insurance Policy Order Form** or **order via CTIC Express** together with:

- a. Copy of current title search (including historical instruments, if applicable) together with details of any instruments the Land is subject to;
- b. Writ Registry search against the current vendor (Saskatchewan only);
- c. Corporate search for the purchaser and the current vendor;
- d. Confirmation on the status of realty taxes and utility accounts (to the extent they can form a lien) by any of the following means: (i) a receipted bill, (ii) vendor's statutory declaration, (iii) verbal confirmation from municipality or utility provider, or (iv) tax or utility certificate; and
- e. Status/Estoppel Certificate where the Land is a condominium.

SEARCHES FOR OWNER POLICIES OVER \$10M:

We require that the legal counsel provide us with a **completed Commercial Title Insurance Policy Order Form** or **order via CTIC Express** together with:

- a. Copy of current title search (including historical instruments, if applicable) together with details of any instruments the Land is subject to;
- b. Writ Registry search against the current vendor (Saskatchewan only);
- c. Corporate search for the purchaser and the current vendor;
- d. Confirmation on the status of realty taxes and utility accounts (to the extent they can form a lien) by any of the following means: (i) a receipted bill, (ii) vendor's statutory declaration, (iii) verbal confirmation from municipality or utility provider, or (iv) tax or utility certificate;
- e. Status/Estoppel Certificate where the Land is a condominium.
- f. Up-to-date real property report or building location certificate (Please contact us for coverage options if an up-to-date survey is not available);
- g. Zoning compliance confirmation (Current and/or intended use matches the zoning classification for the Land); and
- h. Subdivision, site plan and development agreement compliance search.



LOAN POLICIES

SEARCHES FOR LOAN POLICIES UP TO \$25M

(Loans over \$10M must have a loan-to-value ratio of 75% or less)

We require that the legal counsel provide us with **a completed Commercial Title Insurance Policy Order Form or order via CTIC Express** together with:

- a. Copy of current title search (including historical instruments, if applicable);
- b. Writ Registry search against the borrower (Saskatchewan only);
- c. Corporate search for the borrower;
- d. Confirmation on the status of realty taxes and utility accounts (to the extent they can form a lien) by any of the following means: (i) a receipted bill, (ii) vendor's statutory declaration, (iii) verbal confirmation from municipality or utility provider, or (iv) tax or utility certificate; and
- e. **For loans between \$10M to \$25M only:** Statutory Declaration executed by the borrower addressing, inter alia, the following matters:
 - No work orders
 - Zoning compliance confirmation
 - Subdivision, site plan and development agreement compliance

SEARCHES FOR LOAN POLICIES OVER \$25M OR OVER \$10M WHERE THE LTV IS HIGHER THAN 75%

We require that the legal counsel provide us with **a completed Commercial Title Insurance Policy Order Form or order via CTIC Express** together with:

- a. Copy of current title search (including historical instruments, if applicable) together with details of any instruments the Land is subject to;
- b. Writ Registry search against the borrower (Saskatchewan only);
- c. Corporate search for the borrower;
- d. Confirmation on the status of realty taxes and utility accounts (to the extent they can form a lien) by any of the following means: (i) a receipted bill, (ii) vendor's statutory declaration, (iii) verbal confirmation from municipality or utility provider, or (iv) tax or utility certificate;
- e. Status/Estoppel Certificate where the Land is a condominium;
- f. Work order searches (Building Department, Fire Department, and any other searches ordinarily conducted in a similar transaction given the nature of the lands, which would reveal a work order);
- g. Zoning compliance confirmation (Current and/or intended use matches the zoning classification for the Land); and
- h. Subdivision, site plan and development agreement compliance search.

Chicago Title is pleased to offer four simple ways to order:

Online



Email



Fax



Phone



Commercial Order Forms may be found on our website at www.chicagotitle.ca or contact your Sales Representative for details.

We are pleased to provide a comprehensive selection of Endorsements on a transaction specific basis. Some Endorsements may have additional search requirements. Please contact a member of the Commercial Division for more information.