



CHICAGO TITLE
CANADA

British Columbia

Residential Search Guidelines

Search Guidelines

Searches For All Transactions:

Search	Requirements
Title Search*†	Title Search dated within 14 days of closing. Review encumbrances on title and advise us of any issues.
Realty Taxes and Utilities (which can form a lien)	Verbal confirmation of payment or undertaking from the vendor. Declaration from borrower acceptable for refinance.
Vancouver Empty Homes Tax	Confirmation tax not payable or payment has been made by reviewing tax bill from City of Vancouver or receiving statutory declaration from seller/borrower.
Corporate Profile	Only if acting for a new corporate client. Activity within the last six months must be disclosed. <i>Searches within 30 days of closing.</i>

*An updated Title Search must be completed on the day of closing confirming no new registrations.

† A Title Search showing current and cancelled information is required for all private lender transactions.

Additional Property Specific Searches For Owner's Policies Only:

Property Type	Search Requirements
Strata	Form B information certificate and form F certificate of payment dated within 60 days of closing (verbal update acceptable up to 90 days).
Live/Work Dwelling	Building, zoning compliance and municipal work orders. Fire department search for work orders.
Rooming/Student House	<i>Searches within 30 days of closing.</i>

Although a search may not be required in order to issue a policy, you should consider if the results may be useful to your client.

You must advise Chicago Title of any adverse matters that were revealed by any required searches, if any of the searches were not conducted, or if the search is older than what is required above. Failure to conduct a required search may result in an exception being listed on the policy.

More Information

Vacant land is treated differently

An owner's policy will contain an exception as to the failure of the land to include a single family dwelling or condominium unit.

Endorsements for non-urban properties

The Septic System Endorsement is automatically attached to all policies for properties that are serviced by a septic system—no additional questions or searches are required. The Water Potability Endorsement is attached to all lender policies where water comes from a non-municipal source. The endorsements should be consulted for specific coverage.

A survey is not required for coverage

Full survey coverage is provided with every residential policy. If a survey is available and discloses defects, then they must be brought to the attention of Chicago Title so they can be underwritten accordingly. Although a survey is not required, it may be useful to obtain depending on the circumstances of the transaction.

Ordering an Existing Owner Policy

A copy of the title search together with the value of the land from an appraisal or realty tax bill is required to order an existing owner policy.

Transaction Protection Endorsement

The Transaction Protection Endorsement may be purchased as part of the title insurance policy for an owner and/or lender and protects against loss or damage relating to errors or omissions of the solicitor in the residential real estate transaction. The endorsement should be consulted for the scope of coverage.

Exception on policies for private lenders

We consider a private lender to be any lender which is not a chartered bank, trust company, credit union, insurance company or mortgage finance corporation. We expect funds from a transaction for a private lender to be disbursed directly to the borrower or to one of the permitted parties listed in our exception. By following our private lender instructions you are helping protect you and your client against fraud.

Indigenous lands

We have additional questions that must be answered and an underwriter will contact you for copies of the title search, the agreement of purchase and sale (if a purchase), the head lease and any subleases. Additional premiums apply for Indigenous lands.

Head Office - Ontario / Western Canada

1-888-868-4853

residential@ctic.ca

www.chicagotitle.ca

Québec Office - Québec / Atlantic Canada

1-877-849-3113

residentiel@ctic.ca

www.ctic.ca

This document is intended to provide general information on title insurance. For specific details regarding policy coverage, exceptions and exclusions, please contact us for copies of the complete title insurance policy. Known title and survey defects are subject to underwriting review and approval.