

## EXISTING OWNER TITLE INSURANCE ORDER FORM (Quebec)

**\*\*ONLY AVAILABLE FOR RESIDENTIAL PROPERTIES OF 1 TO 6 UNITS\*\***

Date: \_\_\_\_\_ Attention: \_\_\_\_\_

Telephone: 1-866-235-9152 Fax: (450) 973-4447 Email: [quebec@stewart.com](mailto:quebec@stewart.com)

### FIRM INFORMATION

Notary: \_\_\_\_\_

Contact: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Your File Number: \_\_\_\_\_

Do you prefer documents to be sent by:

Fax

Email\*

\*The notary acknowledges that they have obtained consent from their clients to have their personal information transmitted over the internet, being a non-secure transmission route. If no selection is made, the confirmation package will be delivered by fax.

Have you received a quote from us?

Yes  No

If yes, please provide the amount received. \_\_\_\_\_

### POLICY INFORMATION

Policy language:

English  French

Value of the property: \*\$ \_\_\_\_\_

\*You can indicate the original purchase amount, the municipal assessment, the valuation of an accredited evaluator or a document stating the value signed by a real estate broker. You must send the supporting documents of the value of the property with your order and, when you have a document from a broker, the latter must also provide the other documentation on which they based their opinion.

Property Type:

Single Family Residential

Condominium

Vacant Land

Residential, 2 to 6 units      Number of units: \_\_\_\_\_

Farm

Other: \_\_\_\_\_

Interest in Land:

Full and total ownership     Leasehold     Other : \_\_\_\_\_

## OWNER / PROPERTY INFORMATION

Name(s) of Owner(s):

Municipal Address of Property to be Insured:

Legal Description of Property to be Insured :

Lot number: \_\_\_\_\_

Cadastre: \_\_\_\_\_

Registration division: \_\_\_\_\_

If a Part of Lot:

Please provide the legal description or the registration number of the last deed containing the correct legal description:

## TITLE SEARCH RESULTS

When did the owner purchase the property?: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Registration Date: \_\_\_\_\_

Type of deed: \_\_\_\_\_

In your opinion, are there any adverse matters affecting title?  Yes  No

If yes, please explain:

Existing Hypothecs:

No Existing Hypothecs on Title

Remaining on Title (please list the details below, and add a separate sheet if required)

Lender: \_\_\_\_\_

Registration date: \_\_\_\_\_

Hypothec amount: \$ \_\_\_\_\_

Registration number: \_\_\_\_\_

Priority:  1st  2nd  3rd

Is it reimbursed (paid)?  Yes  No

## CERTIFICATE OF LOCATION INFORMATION

Do you have a certificate of location?  Yes (please provide a copy of the certificate of location)  No

If yes, does the certificate of location disclose any defects OR are you aware of any changes made since the date of the certificate of location?  Yes  No

If yes, please explain:

## OFF-TITLE SEARCH RESULTS

Are there tenants?  Yes  No

## ADDITIONAL QUESTIONS

(Please note that additional information or documents may be required in accordance with your answers)

1. Will you be obtaining, verifying Canadian/Provincial government issued photo ID of the parties prior to closing and keeping a legible copy in your file?  Yes  No
2. Do you know the owners?  Yes  No
3. Have the owners been victims of fraud?  Yes  No

If yes, please explain: \_\_\_\_\_

4. Has a title search in the manner prescribed by la Chambre des notaires du Québec been completed?  Yes  No
5. Have there been any transfers of title or discharges of hypothecs registered within the last 6 months of the present transaction?  Yes  No

If yes, what was the nature of the transfer or discharge?

On what date did it occur? \_\_\_\_\_

6. Has another title insurance company refused to issue a title insurance policy for this transaction?  Yes  No

If yes, please explain :

Other comments:

Note: If the Report on Title below is not signed by the notary at the time the present order form is submitted, a separate Report on Title to be signed will be provided with your confirmation package.

REPORT ON TITLE: I have investigated title to the insured land in the manner prescribed by la Chambre des notaires du Québec, excluding, however, those searches not required by Stewart Title Guaranty Company; and in my opinion, in so far as that investigation revealed each named insured will obtain, upon registration of the transfer/deed and/or mortgage, a good marketable interest in the insured land referred to in Schedule "A" of the Policy. I also confirm the following:

1. I will comply with any and all requirements of the hypothec lender as set out in its Instructions to notary prior to funding.
2. I have disclosed all title matters which would otherwise qualify my opinion on title;
3. I will advise Stewart Title of any additional registrations or matters affecting title, changes to the status of the property and/or the insured's interest prior to closing;
4. I will advise Stewart Title of any changes in the Scheduled Closing Date;
5. I will disclose all the standard Exclusions referred to in the Policy and the Exceptions and Coverages set out in Schedule "B" to the purchaser and/or the lender as applicable.
6. I will forward the document entitled Title Insurance for Homeowners- Key information when you are purchasing a home" with the covering note to the purchaser and the title insurance policy (s) to the purchaser and/or the lender as applicable.

Stewart Title Guaranty Company waives any rights of subrogation it may have against me in respect of any and all of the foregoing and I shall be liable to Stewart Title Guaranty Company for any loss resulting from my intentional act or omission or gross negligence and/or any fraudulent act or omission by me.

Whenever possible, Stewart Title requires policies be ordered prior to closing.

PLEASE NOTE that Stewart Title reserves the right to refuse to issue policies that are ordered **after** closing.

Signed on the \_\_\_\_\_ day of the month of \_\_\_\_\_ 20\_\_\_\_\_

Notary Signature: \_\_\_\_\_

Stewart Title is committed to protecting the privacy and personal information of those insured under Stewart Title policies. The information provided about them is kept confidential and used for the purposes set out in our privacy policy, including but not limited to, the underwriting and issuing of policies and administering of claims. For a copy of our complete privacy policy, please visit our website at [www.stewart.ca](http://www.stewart.ca), or contact our Privacy Officer at 1 888 667-5151.

For purposes of the Insurance Companies Act (Canada), this document was issued in the course of Stewart Title Guaranty Company's insurance business in Canada.