

Land Titles and Surveys

Pending Registration Queue

Overview

The Land Titles Office at Service Alberta is experiencing higher than normal document registration requests due to increased activity in Alberta's real estate market. We encourage all parties currently waiting for document registration to consider relying on the pending registration queue (PRQ) to close a real estate deal.

The PRQ provides the option of closing real estate transactions as soon as the Land Titles Office has received the registration documents, so the parties to a transaction do not need to wait until registration is complete. Detailed information on the pending registration queue is available at www.alberta.ca/assets/documents/sa-pending-registration-queue-overview.pdf

What you need to know

Alberta's government implemented the PRQ in April 2021 to ensure the land titles involved in real estate transactions will be processed in the order received, with no possibility of an intervening document being registered in priority. This 'first in, first out' system of processing of packages is guaranteed through the *Land Titles Act*.

All changes to title (i.e. ownership of the land) must be registered with the Land Titles Office. Many property transactions do not close until the title is officially registered. Previously, the system used an informal queue that did not guarantee an application's priority.

Today, a title will show registered interests and the types of documents pending registration, as well as contact information for the registrant who has placed documents into the pending queue. This gives a clearer view of the title by disclosing the types of documents and registrants awaiting registration, thereby creating a more transparent registry system.

The PRQ brings three major changes:

- Requests for document registration require a legal land identification to be entered.
- If documents are returned due to deficiency, submitters have 30 days to correct the deficiency. Extensions may be requested.

- The Land Titles Office will register time sensitive documents in the order they are received, just like all other documents.

Risk Mitigation

Prior to implementation of the PRQ, there were two main risks associated with registering documents with the Land Titles Office: deficient documents and intervening registrations. The PRQ helps to mitigate these risks.

Deficient documents

A common risk occurs when land title documents submitted for registration are deficient and unable to be registered. Common examples include missing signatures or inconsistent information, such as the name on the application not matching the name on the land title.

The document deficiency risk is best mitigated with careful attention to detail from the parties submitting the documents. However, if there are still deficiencies, the Land Titles Office offers a 30-day period to correct them without any other documents jumping ahead in priority.

Intervening registration

Another risk occurs when an unexpected registration on a land title appears without the awareness of the parties to a real estate transaction. For example, this may occur when another party seeks to register a lien against the property in question.

The PRQ has eliminated the risk of an intervening registration, as all work will be processed on a strict 'first in, first out' basis.

More information

More information is available through:

- Land Titles website (<https://www.alberta.ca/land-titles.aspx>)
- Land Titles Procedures Manual (<https://www.alberta.ca/land-titles-procedures-manual.aspx>)
- Notices through the Law Society of Alberta and SPIN2/ALTO notice board.