

APPLICATION FOR TRANSMISSION TO PERSONAL REPRESENTATIVE*

NOTE: Documents submitted for registration must be accompanied by an electronic on-line Document Registration Request (DRR) form. To Create a DRR, logon to SPIN 2, www.spin.gov.ab.ca, click the DRR button on the SPIN 2 Menu Bar then select Create DRR, see Create DRR Help files for additional information.

Before submitting documents to the Land Titles Office, please enclose the following:

- An Application for Transmission to Personal Representative completed and signed by the personal representative or his/her solicitor.

and

- An original or a court certified copy of the Grant of Probate or Grant of Administration (the original Grant will be returned).

NOTE: A notarized copy of official documentation is **not** acceptable.

The legal description(s) must be provided.

Registration Fees

| | |
|------------------------------|-------------------|
| Application for transmission | \$15.00 |
| Extra title(s) affected | \$15.00 per title |

Please enclose a cheque or money order payable to the **Government of Alberta**. The completed affidavit, certificate(s) and appropriate fees can be mailed to either address:

Land Titles Office
Box 7575
Calgary AB T2P 2R4

or

Land Titles Office
Box 2380
Edmonton AB T5J 2T3

If you have any further questions, please email or call our office at:

Alberta Government Services Bldg.
2nd Floor, 710-4th Avenue SW
Calgary AB T2P 0K3
(403) 297-6511
lto@gov.ab.ca

or

John E. Brownlee Building
10365-97th Street
Edmonton AB T5J 3W7
(780) 427-2742
lto@gov.ab.ca

*** The above information is only a guideline and is not intended as an exhaustive listing**

| | |
|----|---|
| 1) | |
| 2) | <p>now deceased, is</p> <p>a) the registered owner of</p> <p>(LINC number: _____)</p> <p>b) the owner of an interest described in the following instrument or caveat:</p> |
| 3) | <p>I have attached a copy of the Grant of Probate, Grant of Administration, or Court Order certified by the Clerk of the appropriate Alberta Court.</p> |
| 4) | <p>The name and address of the Executor or Administrator is:</p> |
| 5) | <p>I am requesting the Registrar to amend the records at the Land Titles Office to show the Executor of the Will or Administrator of the Estate as the owner of the deceased's estates or interests.</p> |

Date _____

✓ **check one only**

Executor OR

(Signature)

Administrator OR

Lawyer for Executor or Administrator

(Print name of person signing)

?? Have you attached a certified copy of the Grant of Probate, Grant of Administration or Court Order ??

This information is being collected for the purposes of land titles records in accordance with the Land Titles Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection Of Privacy Co-ordinator for Alberta Registries, Research and Programme Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-2742.
REG 3075 (98/05)