

**Application For Transmission  
To Personal Representative**

Insert name of deceased person from Land Titles records

Select appropriate box(es)

If a) is chosen, insert legal description of the land and, if available, the LINC number

If b) is chosen, list registration number(s) of instrument(s) or caveat(s)

Insert name and full mailing address, including postal code, of executor or administrator. If this person is an individual, underline their surname

If space is insufficient in any of the areas on this form, insert "See Schedule" in the area and attach a Schedule

1)	
2)	<p>now deceased, is</p> <p>a) <input type="checkbox"/> the registered owner of</p>   <p>(LINC number: _____).</p> <p>b) <input type="checkbox"/> the owner of an interest described in the following instrument or caveat:</p>
3)	<p>I have attached a copy of Probate, Letters 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

\_\_\_\_\_  
Signature of (√ check one only)

\_\_\_\_\_  
Print name of person signing

executor **OR**

administrator **OR**

lawyer for executor  
or administrator

Have you attached a certified copy of Probate, Letters 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.**

## **APPLICATION FOR TRANSMISSION TO PERSONAL REPRESENTATIVE\***

**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 Letters of Administration under **seal** of the Surrogate Court of Alberta (the original Grant or Letters 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
Certified copy of title(s)	\$2.00 per title

Please enclose a cheque or money order payable to the **Minister of Finance**. 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 call or visit at:

Alberta Government Services Bldg.  
2<sup>nd</sup> Floor, 710-4<sup>th</sup> Avenue SW  
Calgary AB T2P 0K3

or

John E. Brownlee Building  
10365-97<sup>th</sup> Street  
Edmonton AB T5J 3W7

(403) 297-6511

(780) 427-2742

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