



A LOT FROM THE DOT

July 2, 2019

Important Renewal Form Discipline Disclosures

Teraview account holders (“**Account Holders**”) are reminded that authorizations to register documents in the electronic land registration system are good for five (5) years only, at which time such authorizations need to be renewed. An “Authorization Renewal Form” (the “**Renewal Form**”) and instructions can be found on the [ServiceOntario website](#), which can also be accessed through a link on [Teraview](#).

Account Holders are responsible for renewing their registration authorizations well before the expiration date to allow sufficient time for processing. It is not the responsibility of Teranet or ServiceOntario to remind Account Holders of their respective expiration dates.

Account Holders are reminded to read the Renewal Form carefully. Although, the Renewal Form is very short, it has some important details. For instance, the Renewal Form provides, *inter alia*, that:

By signing this form, the account holder representative confirms...[w]here the Teraview Account Holder has licenced Users under the Account who are members of a regulated organization those Users are listed on the page attached to this form with their organization membership numbers, and the Teraview account holder representative has informed the Director of Land Registration if any of those Users...have been the subject of disciplinary proceedings by the regulated organization where the User has been found to have engaged in professional misconduct.

Section 5.1 of the Electronic Land Registration Agreement (the “**ELR Agreement**”), which all Account Holders originally entered into in order to gain registration rights in Teraview, provides, similarly, that:

The Account Holder shall give notice to the Director, as soon as reasonably possible [of...any change to] professional standing of an individual Account Holder or any of its Users, if the change arose out of disciplinary proceedings.

We have already seen a number of Account Holders attempt to renew authorizations without disclosing relevant user professional misconduct histories. Such renewals will be denied. Furthermore, by not disclosing such disciplinary histories as required in both the ELR Agreement and the Renewal Form, the Account Holder may be immediately suspended from registering any further documents in Teraview, with all consequences to his/her practice that such loss of registration rights entails. Applications that do disclose disciplinary histories will be considered on a case by case basis. For more information, please see the [ServiceOntario website](#).