

A LOT FROM THE DOT

Paper Registrations Submission Procedures Guidelines Version 2

January 4, 2022



As announced in my November 26, 2020 “A Lot from the DOT”, The digital submission of scanned “paper” documents into Teraview (for Teraview® licensees) or into OnLand (for non-Teraview® licensees) is now permanent and the only way that “paper” documents can be submitted to the Land Registry Office for registration.

To assist users in submitting paper documents through these two electronic portals, we have updated the registration guides to incorporate tips, suggestions, best practices, and other lessons learned along the way. You can find the updated versions of the guides here:

- [Teraview® Paper Registrations Submission Procedures Guide here](#)
- [OnLand Paper Registrations Submission Procedures Guide here](#)

There are only a few limited paper documents that may continue to be delivered in hard copy to the Land Registry Office. If a document exceeds the file size of 23.5 MB, we ask that you please contact ServiceOntario at (519) 971-9980 to arrange for registration of your document. As well, all Plans, Applications for Absolute Title, Applications for First Registration, Condominium Declarations and Descriptions, as well as related amendments and ancillary documents (regardless of file size) remain excluded from the electronic portals process for the time being.