

In order to process this dedication of land and/or easement(s), Halton Region requires the land owner or the consultant/agent for the land owner to provide the following information:

I. FILE TYPE

Please check off the appropriate box for this land dedication file.

- (a) Site Plan
- (b) Consent
- (c) Other _____

II. CONTACT INFORMATION

Please provide the following contact information for this dedication:

(a) Owner's Name (full **legal** name) and Address for Service/Notice:

Telephone No: _____ Fax No: _____
Email: _____

(b) If applicable, the Agent's Name and Address:

Telephone No: _____ Fax No: _____
Email: _____

(c) Lawyer/Law Firm's Name and Address:

Telephone No: _____ Fax No: _____
Email: _____

(d) Municipal Address of the property/lands pursuant to this Form:

(e) Location of the land - Local Municipality's Name:

Please include the following information with this Form and check off the boxes to inform Halton Region of what information is included with the submitted package.

(f) Copy of Parcel Page(s) for the lands Yes

(g) Electronic copies of the draft Reference Plan OR Yes

Electronic copies of the deposited Reference Plan Yes

Please be advised that if the above information is missing from the package it will delay Halton Region's processing of the dedication.

III. LEGAL SERVICES' FEE

Please include the Legal Services' fee of **\$640.26** (***this fee includes \$73.66 for the HST***) with this Form.

Is the fee included with the Form? Yes No

If the fee is not included in the package with the completed Form please check "No" and forward the fee under separate cover to the Regional contact person listed on page one of this Form, and include the Planning File No. with the certified cheque.

Please provide payment in the form of a CERTIFIED CHEQUE payable to "THE REGIONAL MUNICIPALITY OF HALTON" or ask regarding an EFT payment option.

IV. DEVELOPMENT PROJECT MANAGER
SERVICING EASEMENTS AND ENCUMBRANCES

If you are completing this Section of the Form a Regional servicing easement(s) is required.

1. Is a servicing easement required? Yes No
2. Is more than one servicing easement required? Yes No

(a) If Yes, what is the purpose of servicing easement(s): _____

(b) What is the Legal description of servicing easement(s) lands: _____

2. Are there Encumbrances on title to the lands? Yes No

(a) If Yes, what are the encumbrances(s): _____

PLEASE NOTE: THAT POSTPONEMENTS MAY BE REQUIRED.

AND THAT ALL TRANSFERS OF EASEMENT TO HALTON REGION MUST BE THE FIRST CHARGE IN PRIORITY TO ANY OTHER CHARGES, LIENS OR ENCUMBRANCES.

WE STRONGLY ADVISE THAT YOU NOTIFY YOUR LEGAL COUNSEL OF THIS REGIONAL REQUIREMENT IN ORDER TO PREVENT ANY DELAY IN YOUR FILE.

V. TRANSPORTATION COORDINATOR
TRANSFERS OF LAND, EASEMENTS AND ENCUMBRANCES

1. Is a land transfer(s) required? Yes No
If no, nothing further is required in Section V(1) and move to Section V(2).

(a) If Yes, what is the purpose of the land transfer(s): _____

(b) What is the Legal description of land to be transferred: _____

2. Are easements required? Yes No
If no, nothing further is required in Section V(2) and move to Section V(3).

(a) If Yes, what is the purpose of the easement(s): _____

(b) What is the Legal description of the easement(s): _____

3. Are there Encumbrances on title to the lands? Yes No

(a) If Yes, what are the encumbrances(s): _____

PLEASE NOTE: THAT ALL LAND DEDICATIONS TO HALTON REGION MUST COME TO THE REGION FREE AND CLEAR OF ALL ENCUMBRANCES. (This includes all mortgages, notices, and other municipal agreements, etc. registered on title to the lands.)

AND THAT ALL TRANSFERS OF EASEMENT TO HALTON REGION MUST BE THE FIRST CHARGE IN PRIORITY TO ANY OTHER CHARGES, LIENS OR ENCUMBRANCES.

WE STRONGLY ADVISE THAT YOU NOTIFY YOUR LEGAL COUNSEL OF THIS REGIONAL REQUIREMENT IN ORDER TO PREVENT ANY DELAY IN YOUR FILE.

VI. CERTIFICATE OF TITLE
"FOR TRANSFERS OF LAND ONLY IN SECTION V"

Please be advised that the Owner of the lands **Must** provide Halton Region's Legal Services' division with a Certificate of Title following the registration of the Transfer(s).

Below is a precedent Certificate of Title for review. Please use this precedent when drafting your Certificate of Title.

CONSENT FILE NO.
S.P. FILE NO.
LEGAL SERVICES FILE NO.

CERTIFICATE OF TITLE

THIS IS TO CERTIFY that The Regional Municipality of Halton is the registered owner of a certain parcel of land situated and lying in the (Enter City or Town) of (Enter name of Municipality) in the Regional Municipality of Halton and being described as follows:

Enter the property's legal description

THIS IS TO CERTIFY THAT The Regional Municipality of Halton has a good and marketable title in fee simple to the said lands, free and clear of all mortgages, liens and encumbrances. *(Detail any easements, etc.)*

On conducting a search with the Sheriff's Office for the Judicial District of Halton, we discovered no executions filed against any prior registered owners on title.

The said lands were conveyed to The Regional Municipality of Halton on the day of _____, 20__ by a transfer/deed of land registered in the Land Registry office for the Land Titles Division of Halton (No. 20) as Instrument Number _____.

DATED at _____ this ____ day of _____, 2023.

PER: _____
Name: