CHECKLIST FOR REGISTERING



A MORTGAGE/DISCHARGE

This checklist has been designed to assist you with submitting the required documentation to register land instruments in the Indian Lands Registry System (ILRS). Upon completion, submit your finished package to Indigenous Services Canada (ISC) for registration.

Logal	Land Description:
	ion Lands File No.:
IIIUIdII La	ands Registry PIN#:
	Citrix Application Page:
ш	- Ensure two copies are printed signed by the applicant
	- Double check for correct legal land description & First Nation lands file number
	- Specify Joint Tenancy or Tenants in Common
	Parcel Abstract:
	- Recently retrieved.
	Confirm legal land description.Print and attach a copy
	- Fillit and attach a copy
	Family Homes on Reserves and Matrimonial Interests or Rights Act (MRP FORMS):
	- ASSESSMENT OF MATRIMONIAL REAL PROPERTY AND STATUTORY DECLARATION FORM
	 Form has been properly witnessed AND commissioned Check accuracy of names and band numbers
	,
	- If applicable, spouse or common law partner have completed STATUTORY DECLARATION OF
	SPOUSE OR COMMON-LAW PARTNER
	 Form has been properly witnessed AND commissioned/notarized Check accuracy of names and band numbers
*MRP Forms are <u>not</u> required when registering a Discharge.	
	Mortgage Documentation:
	- Correct legal land description
	- Correct Name & Band No.
	- Correct signatures
	- All corrected errors must be initialed by all parties and witness
	Finished Package will Include
	- Checklist on the front of the package
	- Two (2) copies of the Application Page generated by Citrix Indian Lands Registry System
	Parcel AbstractCompleted MRP Forms
	- Mortgage Documentation
*Ensure	e you keep a copy of the package in your local First Nation Lands File **
Additional N	Notes:
Additional N	votes:
Lands Depa	artment Signature: Date: