



Digital Survey Plan Project (e-Survey Project)

Presented by the Surveyor General Division
Land Title and Survey Authority of BC

Speaker – Brent Taylor, BCLS, CLS
Polaris Land Surveying Inc

Association of BC Land Surveyors



Introductions

e-Survey Team

Brent Taylor, Polaris Land Surveying Inc
Jeff Beddoes, Surveyor General Division

Douglas Ford, Surveyor General Division
Jane McMinn, Surveyor General Division

Darcy Hammett, Land Titles Division
Denis Thomas, Land Titles Division
Sandy King, Land Titles Division



Supporting Actors

Godfrey Archbold, CEO LTSA

**Richard Hargraves, Surveyor General Division
Ian Smith, Land Titles Division**

**Fujitsu Consulting
MacDonald Dettwiler & Associates
PARComputers Services Inc**

**Linda Norman, Ministry of Agriculture & Lands
Sue Bergin, Ministry of Agriculture & Lands**



Agenda

1. Current State of the Project
2. Current submission process – Crown Land Registry
3. e-Survey submission process - Crown Land Registry
4. Making a submission
5. Corrections if required
6. Viewing results
7. Current submission process – Land Title Office
8. e-Survey submission process – Land Title Office
9. Making a submission
10. Corrections if required
11. Viewing results

Current State of the Project

Current State – Crown Land Registry

- No legislative changes required
- Pilot User Manual complete
- System is in pilot
- First well site plans being submitted
- *Land Act*, *Mineral Tenure Act* and *Coal Act* plans next.
- Full launch expected late spring 2006

Current State – Land Titles

- Significant legislative changes required
- System is in test
 - Functional testing is complete
 - Detailed user testing yet to be done
- Pilot User Manual not started yet
- Launch date unknown – dependent on legislation

High Level Overview Current Process

CROWN LAND REGISTRY

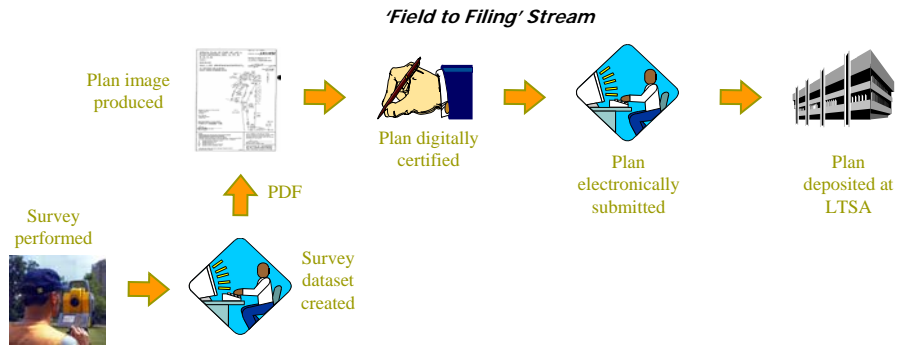
Current Process

- Surveyor prepares, signs and submits original Mylar to the Surveyor General's office by courier, post or hand.
- Plan is reviewed by the Surveyor General Division's (SGD) staff.
- If applicable, the plan is defected and returned to the Surveyor.
- Once a plan is acceptable, the plan is presented to the Surveyor General for confirmation.
- The Surveyor General confirms the plan by physically signing the plan.
- Mylar scanned and accessible electronically through Tantalus/GATOR.

High Level Overview New Process

CROWN LAND REGISTRY

Digital Submission Process



So, what is different?

- Surveyor needs a copy of Adobe Acrobat Standard v6 or better in order to digitally sign survey plans.
- Surveyor needs to be registered with a BC Online account in order to reserve plan numbers.
- Surveyor needs to obtain a Digital Certificate from Juricert.
- Plan number pre-assigned.
- All plans require a Crown Land Plan Submission Form.
- Fees are collected by BC Online.



Acrobat

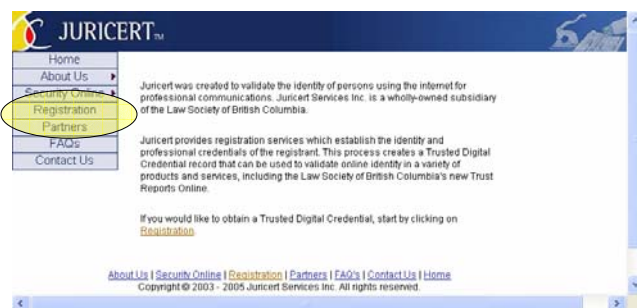
- Ensure you have Version 6 or 7 standard or professional – the Reader is not sufficient
- Set up the preferences to see field background
- Install and set up digital signature
- Set up folder structure to assist in work flow




BC Online

- BC Online account required
- As long as you have LTO access you are in business
- Terms of account need to be suitable for plan submission fees.
- Automatic Electronic Funds Transfer (EFT) is the most suitable option.
- Set up notifier options (email or BC Online mailbox)
- Note: The processing fees associated with digital survey plans are \$2.50 per digital signature and \$1.50 for each submission via EFS.

Juricert




www.juricert.com



JURICERT™

JURICERT REGISTRATION PROCESS



Welcome to the Juricert Registration Process. Please read the following carefully before proceeding.

There are seven steps in the Juricert Registration Process that you will complete on subsequent pages.

1. On the first page you will be asked to select a registration category. You need to select a category to continue with your registration.
2. On the second page, you will be asked to agree to certain terms and conditions. You must accept the terms and conditions to continue your registration.
3. On the third page, if you are a member of the Law Society of British Columbia and have **NOT** chosen to register for Trust Reports Online only, you will be asked to enter your first and last names and your Law Society of British Columbia member number. All other registrants are asked to provide certain identification information. In either case, this will set up your registration information with Juricert and form the basis for printing your registration form in the next step.
4. On the fourth page, you will be given an opportunity to review and edit the information you have entered. If you need to make a correction or add information, click Edit.
5. On the fifth page, you will be asked to print your registration form. Clicking on the Print Registration Form button will open a new window and display your registration form for printing. Once you have completed printing of your registration form, you may close the **new window** that was opened when you clicked on Print Registration Form.
6. Once you have closed your registration form window, your Juricert Identification Number will be displayed. For security reasons, this will be your only chance to record this number. You will need your identification number to apply for any partner services or to complete your Trust Report Online. This number uniquely identifies you online and you should safeguard it against improper use by others.
7. On the seventh page you will have the opportunity to select a partner service. You may quit the registration process at this point if you wish. **Don't forget to complete your registration form and fax it to Juricert or your registration will not be complete.** If you do select a partner, you will be asked to complete the requirements for that partner.

If you are ready to proceed, click the CONTINUE button.



Land Title and Survey Authority



JURICERT™



REGISTRATION - Select Category

[← Back](#)

Choose the Registrant Category you are applying under:

- ☐ British Columbia Lawyer (for Law Society Trust Reports Online ONLY)
- ☐ British Columbia Lawyer (for Land Title EFS, IDScript, Law Society Trust Reports Online and more)
- ☐ Canadian Lawyer (Not B.C.)
- ☐ B.C. Notary
- ☒ British Columbia Land Surveyor
- ☐ Accountant (for Law Society Trust Reports Online)
- ☐ Financial Officer (for Land Title EFS)
- ☐ All Other

[Continue](#)



Land Title and Survey Authority



JURICERT™



REGISTRATION - Terms and Conditions

[← Back](#)

Juricert Terms and Conditions

To continue you must accept the following terms and conditions.

Unless Juricert Services Inc. ("Juricert") indicates otherwise in writing, all services offered by Juricert are provided on the terms and conditions set out below. By clicking on the Accept button, you indicate your acceptance of these terms and conditions. If you do not agree to these terms and

Please contact Juricert at support@juricert.com or 604-605-5357 if you have any questions or concerns about these terms and conditions.

Definitions

"Juricert Services" means any services provided to you by Juricert from time to time, including the provision of Trust Digital Credentials.

[ACCEPT](#)

[DECLINE](#)



JURICERT
British Columbia Surveyor

Personal Information

*Legal First Name: _____ Middle Name: _____ *Last Name: _____

Common First Name: _____ Professional Designation (OC, etc.): _____

Firm Name: _____

*Address: _____

*City: _____ *Province: British Columbia [X]

*Country: Canada [X] *Postal Code: _____

*Phone: _____ *Fax: _____

*Email Address: _____

*Date of Birth: MM/DD/YYYY: _____

Personal Identification Question
To confirm your identity, when we call, please provide us with a question and answer that is known only to you. (example: What is your mother's middle name... What was your elementary school name.)

*Question: _____

*Answer: _____

Professional Information

Professional Regulatory Body: Law Society of British Columbia [X]

*Date First Registered / January [X], Licensed

*Commission Number: _____

CONTINUE

Digital Signatures

- Application form needs to be witnessed by a lawyer or notary
- Fax the form to Juricert
- Juricert will confirm status with ABCLS
- Juricert will send email when certificate is ready
- Download must be done within 7 days
- A few steps are required to set up the signature in Acrobat – set up must conform to LTSA standards
- Signature can be used to sign any document via Acrobat – not limited to legal plans

Plan Number Assignment

- Three plan number series for all e-survey plans (except well sites)
 - *Land Title Act* Plans (EPP)
 - *Strata Property Act* Plans (EPS)
 - Crown Land Registry Plans (EPC)
- BCLS obtains plan numbers in advance
- BCLS assigns numbers to plans
- Once plan has been submitted to Registry that number cannot be reused.
- BCLS must register with LTSA to get plan numbers

Request Plan Number

BC OnLine

Active Session Products FAQ Account Setup Contact Us
Sign Off • News • User Guides • Price List • Links • Site Map • BC OnLine HELP

Land Title System Jan 30, 2006 Check for Prints
Main Menu Help ?

EFS Links

Electronic Filing

- [Submit Document Package](#)
- [Submit Corrective Declaration](#)
- [Submit PTT Acct Authorization](#)
- [Submit Surveyor Registration](#)
- [Submission Queue Management](#)
- [PTT Account Management](#)
- [Notifier Log Inquiry](#)
- [Download Form Templates](#)
- [Request Plan Number](#)

- All templates will be available here once the system is in production
- This site should be checked regularly to ensure you have the current version of any template.



Registering

FORM_RS_V5

**REGISTRATION
PLAN NUMBER ASSIGNMENT
LAND TITLE AND SURVEY AUTHORITY**

By application of my digital signature I certify that I am a British Columbia land surveyor and I am a practicing land surveyor in accordance with the Land Surveyors Act, RSBC 1996, Chapter 248. I hereby authorize issuance of survey plan numbers to all authorized users of this BC OnLine account and I acknowledge that it is my responsibility to use all survey plan numbers assigned to me for their intended purpose.

BC OnLine Account Commission Number

- ☒ I request access to plan number pre-assignment under my Surveyor Commission Number ☐ I rescind my request for access to plan number pre-assignment under my Surveyor Commission Number

- Complete the Acrobat Form
- Apply Digital Signature
- Submit through EFS
- One time process



Signing

FORM_RS_V1

**SURVEYOR REGISTRATION
PLAN NUMBER ASSIGNMENT
LAND TITLE AND SURVEY AUTHORITY**

By application of my digital signature I certify that I am a British Columbia land surveyor and I am a practicing land surveyor in accordance with the Land Surveyors Act, RSBC 1996, Chapter 248. I hereby authorize issuance of survey plan numbers to all authorized users of this BC OnLine account and I acknowledge that it is my responsibility to use all survey plan numbers assigned to me for their intended purpose.

BC OnLine Account Commission Number

- ☒ I request access to plan number pre-assignment under my Surveyor Commission Number ☐ I rescind my request for access to plan number pre-assignment under my Surveyor Commission Number



- DO NOT CERTIFY A DOCUMENT
- Always use the 'Continue Signing' option

Signing

Do not include a 'Reason for Signing'

You can set up different appearances for different purposes.

Registering

- Choose Submit Surveyor Registration
- Browse and find the file
- Submit



Obtaining a Plan Number

Land Titles Electronic Filing System Request Plan Number

BC Online Mailbox Services Folio: December 01, 2005 07:21 AM

NAVIGATION
✓ Submit Document Package
✓ Submit Corrective Declaration
✓ Submit PTT Account Authorization
✓ Submit Surveyor Registration
✓ Submission Queue Management
✓ PTT Account Management
✓ Notifier Log Inquiry
✓ Request Plan Number
✓ Download Form Templates

Commission #
☐ Survey plan pursuant to the Land Title Act ☐ Survey plan pursuant to the Strata Property Act ☒ Survey plan over untitled Crown Land (excluding SRWs)

Plan Numbers Requested 1

Click here to get a list of all outstanding unused plan numbers assigned under this BC Online Account (Will be sent as an electronic notifier).

Help ?

- Folio – your internal reference number
- Commission number
- Type of plan
- Number of plan numbers required (1 to 9)



Notifier

Land Titles Electronic Filing System Notifier Message

BC Online Mailbox Services Folio: SGB10 February 04, 2006 02:28 PM

NAVIGATION
✓ Submit Document Package
✓ Submit Corrective Declaration
✓ Submit PTT Account Authorization
✓ Submit Surveyor Registration
✓ Submission Queue Management
✓ PTT Account Management
✓ Notifier Log Inquiry
✓ Request Plan Number
✓ Download Form Templates

1 previous

Print

Help ?

SGB10 - NEW PLAN NUMBER(S) ASSIGNED

NEW PLAN NUMBER(S) ASSIGNED

FOLIO: SGB10
REQUESTOR'S NAME: TAYLOR, BRENT (P) (LD8C)
ASSIGNED DATE: FEB 4, 2006 02:28 PM

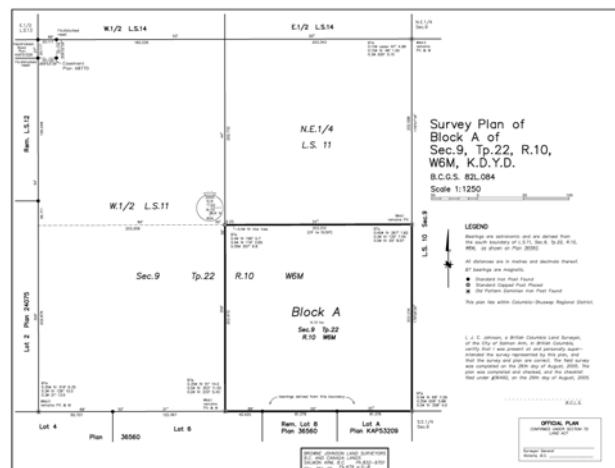
TIPS
Click the Help Button for online assistance. 1 PLAN NUMBER(S) FOR S TAYLOR (COMMISSION # 0642)
EPC1 CROWN LAND

- Use the 'Notifier Log Inquiry' to see messages
- They will also be delivered to your mailbox

Assigned Plan Number Report

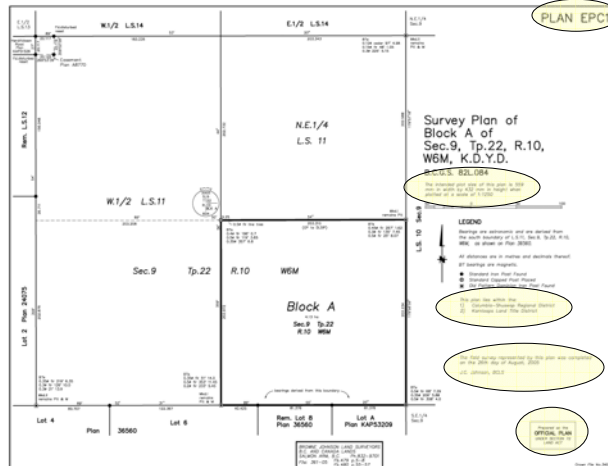
Land Titles	Electronic Filing System	Notifier Message									
BC Online Mailbox Services	Folio: <input type="text" value="SGE10"/>	February 04, 2006 02:30 PM									
NAVIGATION: Submit Document Package Submit Corrective Declaration Submit PTT Account Authorization Submit Surveyor Registration Submission Queue Management PTT Account Management Notifier Log Inquiry Request Plan Number Download Form Templates	<div> <input type="button" value="Print"/> </div> <div> <input type="button" value="previous"/> </div> <p>ASSIGNED PLAN NUMBER REPORT</p> <p>ASSIGNED PLAN NUMBER REPORT</p> <p>2006-02-04 14:28:33</p> <p>FOLIO: SGE10</p> <p>SUBMITTER'S NAME: TAYLOR, BRENT (P) (LDBC)</p> <p>THE FOLLOWING NUMBERS HAVE BEEN ASSIGNED BUT THE PLANS HAVE NOT YET BEEN SUBMITTED.</p> <table border="1"> <tr> <td>PLAN NUMBER(S)</td> <td>ASSIGNED TO</td> <td></td> </tr> <tr> <td>EPC1</td> <td>CROWN LAND</td> <td>B TAYLOR (COMMISSION # 0642)</td> </tr> <tr> <td></td> <td></td> <td>2006-02-04 SGE10</td> </tr> </table>	PLAN NUMBER(S)	ASSIGNED TO		EPC1	CROWN LAND	B TAYLOR (COMMISSION # 0642)			2006-02-04 SGE10	<div> <input type="button" value="Help"/> </div>
PLAN NUMBER(S)	ASSIGNED TO										
EPC1	CROWN LAND	B TAYLOR (COMMISSION # 0642)									
		2006-02-04 SGE10									
TIPS: <input type="button" value="Click the Help Button for online assistance."/>											

The Plan Image (MYLAR)



The Plan Image (e-Survey)

- Plan Number (no Plan/Tube number will be assigned)
- Scale
- Land Title District
- Form 9
- Official Plan
- No SG Signature



Submission Form

FORM_CUR3_V2

**SURVEY PLAN
SUBMISSION
TO SURVEYOR GENERAL**

PAGE 1 of 2 pages

Your digital signature is a representation that you are a subscriber as defined by the General Survey Instruction Rules and that the statements herein are accurate and correct.

1. BC LAND SURVEYOR IDENTIFICATION: (Name, address, phone number)

Import Profile

Joe Johnson
PO BOX 362
Salmon Arm BC V1E 4N5
(250) 832-9701
joe@brownejohnson.com

Deduct LTSA Fees? Yes ☒

2. PLAN IDENTIFICATION:

Plan Submitted Under: Land Act

Plan Number: EPC1

This original plan number assignment was done under Commission #: 642



Submission Form

3. PARCEL IDENTIFICATION AND LEGAL DESCRIPTION OF LAND:

[PIN]

90049587

[AREA]

4.13

[UNITS]

Hectares

[LEGAL DESCRIPTION]

Block A of Section 9, Township 22, Range 10, West of the 6th Meridian, K.
D Y D.

USE SCHEDULE

4. CERTIFICATION:

I am a British Columbia land surveyor and certify that I was present at and personally superintended this survey and that the survey and plan are correct.

The field survey was completed on: 2005 - August - 26 - (YYYY/Month/DD)

The plan was completed and checked on: 2005 - August - 29 - (YYYY/Month/DD)

The checklist was filed under ECR#: 36492 on this date: 2005 - August - 29 - (YYYY/Month/DD)

5. ALTERATION: ☐



Submission Form

SURVEY PLAN SUBMISSION

PAGE 2 of 2 pages

6. PLAN DATA:

This plan is a re-survey? Yes ☐ No ☒

Agency Name: LWBC

Agency Name:

Agency Name:

Survey Method: Field survey

Surveyor's Reference: 361-05

Agency File #: 3408812

Agency File #:

Agency File #:

Scale:

ADDITIONAL FILE NUMBERS

7. EXPLANATORY NOTES:

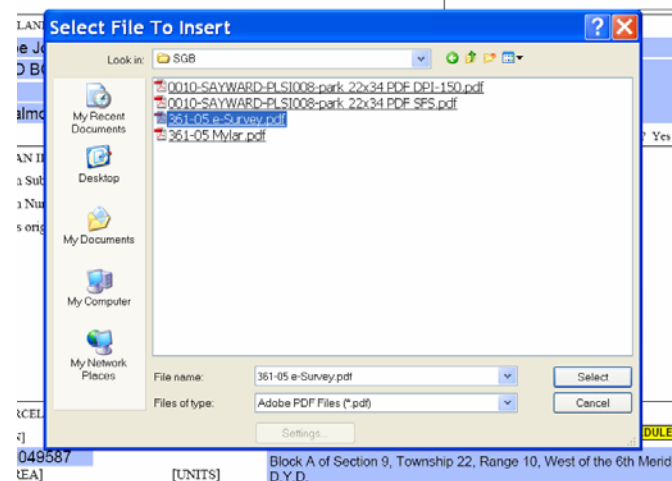
Put any comments here that you would normally put in a cover letter.

8. PLAN CONFIRMATION:

Insert Plan Image

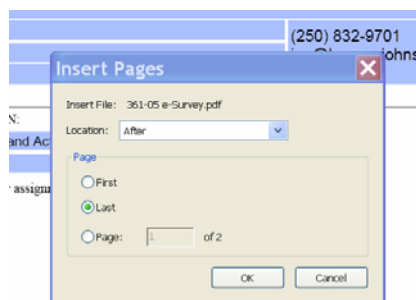
Version 6

- Documents pull down
- Pages
- Insert



Version 6

- Insert after the last page
- Template will re-order the pages when digitally signed if you get the order wrong





Insert Plan Image

Warnings will be shown if the form has not been completed properly at the time you try to sign it.

The screenshot shows a form with fields for 'Name', 'Address', 'Phone', and 'Email'. The 'Name' field contains 'Joe Johnson', 'Address' contains 'PO BOX 362', 'Phone' contains '(250) 832-9701', and 'Email' contains 'joe@brownejohnson.com'. Below these fields is a section for 'BC LAND SURVEYOR IDENTIFICATION' with fields for 'Name', 'Address', 'Phone', and 'Email'. The 'Name' field contains 'Joe Johnson', 'Address' contains 'PO BOX 362', 'Phone' contains '(250) 832-9701', and 'Email' contains 'joe@brownejohnson.com'. Below this is a section for 'PLAN IDENTIFICATION' with fields for 'Plan Submitted Under', 'Plan Number', and 'This original plan number assignment was done under Commission #'. The 'Plan Submitted Under' field contains 'Land Act', 'Plan Number' contains 'EPC1', and 'This original plan number assignment was done under Commission #' contains '642'. An 'Adobe Acrobat' warning dialog box is overlaid on the form, displaying a yellow warning icon and the text 'Warning - Scale (Section 6) is incomplete.' with an 'OK' button.



Signed Plan

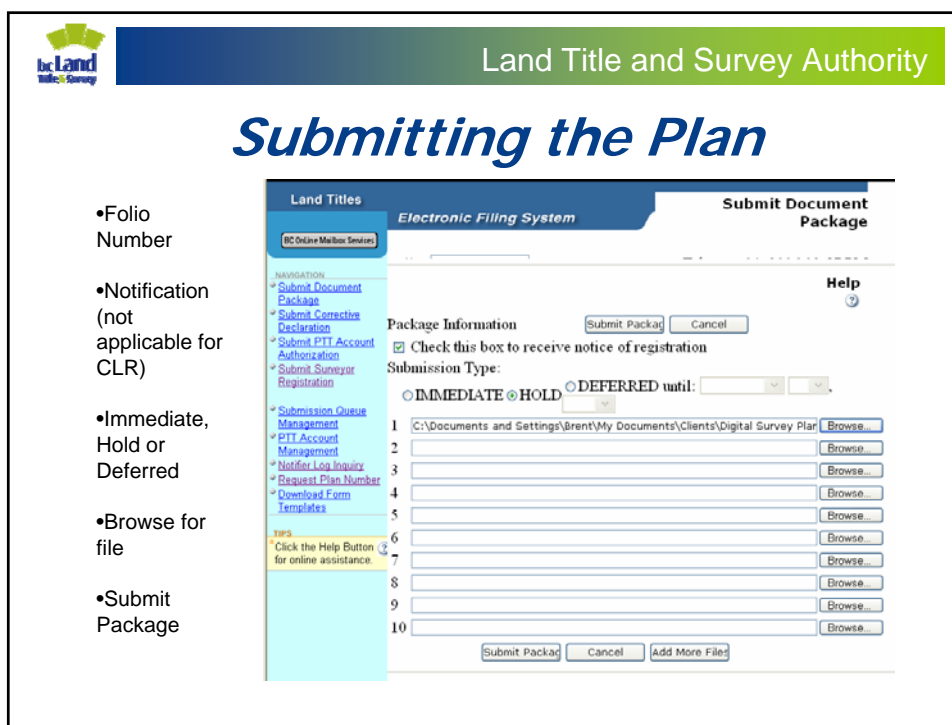
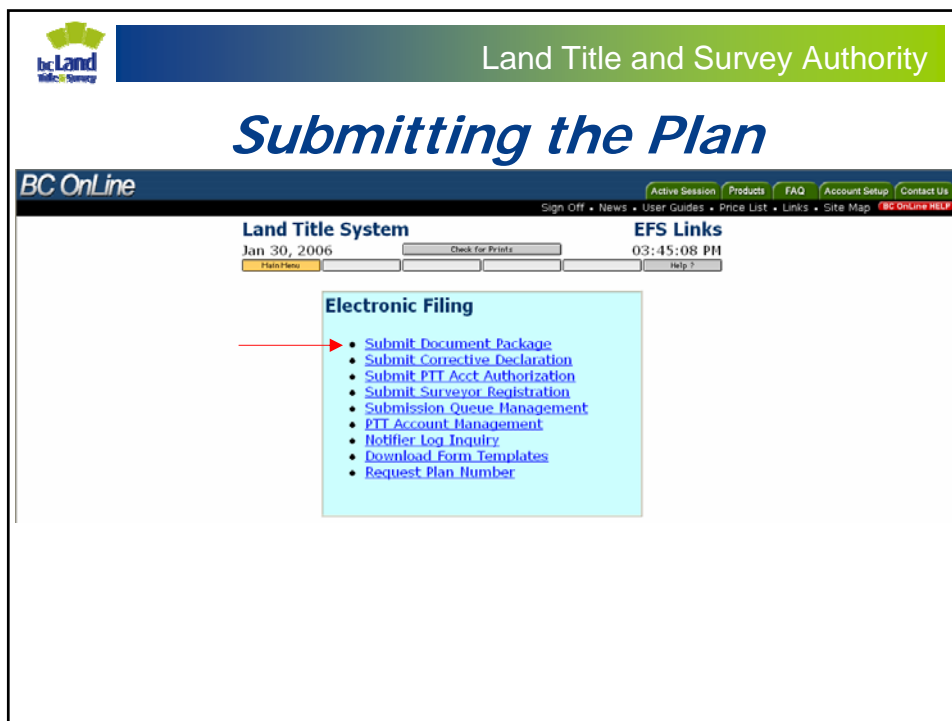
•Signature

•Page numbering

•Control Number

The screenshot shows a form titled 'FORM_GURS_V2' with the following sections:

- SURVEY PLAN SUBMISSION TO SURVEYOR GENERAL**
 - Your digital signature is a representation that you are a subscriber as defined by the General Survey Instruction Rules and that the statements herein are accurate and correct.
 - Brent Taylor DJT5LJ** (Signature)
- 1. BC LAND SURVEYOR IDENTIFICATION: (Name, address, phone number)**
 - Joe Johnson** (Name)
 - PO BOX 362** (Address)
 - (250) 832-9701** (Phone)
 - joe@brownejohnson.com** (Email)
 - Salmon Arm BC V1E 4N5** (Location)
 - Deduct LTSA Fees? Yes ☒**
- 2. PLAN IDENTIFICATION:**
 - Plan Submitted Under: Land Act**
 - Plan Number: EPC1**
 - This original plan number assignment was done under Commission #: 642**
 - Control Number: 113-909-7040**



Submitting the Plan

Land Titles Electronic Filing System Submit Document Package

BC Online Mailbox Services

NAVIGATION: [Submit Document Package](#) [Submit Corrective Declaration](#) [Submit PTT Account Authorization](#) [Submit Surveyor Registration](#) [Submission Queue Management](#) [PTT Account Management](#) [Notifier Log Inquiry](#) [Request Plan Number](#) [Download Form Templates](#)

TIPS: Click the Help Button for online assistance.

UPLOAD COMPLETED. Click here for important warning messages

Package Information

☐ Check this box to receive notice of registration

Submission Type: ☒ IMMEDIATE ☐ HOLD ☐ DEFERRED until:

1

2

3

4

5

6

7

8

9

10

The following error(s) and/or warning(s) occurred:

- WARNING - Package will not be processed until the package submission is changed to immediate status. [1073]

Done

- Message as a result of choosing the HOLD option

Queue Status

Land Titles Electronic Filing System Package Detail

BC Online Mailbox Services Folio: SGD-10 February 04, 2006 04:02 PM

NAVIGATION: [Submit Document Package](#) [Submit Corrective Declaration](#) [Submit PTT Account Authorization](#) [Submit Surveyor Registration](#) [Submission Queue Management](#) [PTT Account Management](#) [Notifier Log Inquiry](#) [Request Plan Number](#) [Download Form Templates](#)

TIPS: Click the Help Button for online assistance.

[previous](#)

Last Modified By:

Last Modified Date:

Package Status: ☒ IMMEDIATE ☐ HOLD ☐ DELETED ☐ DEFERRED

Package Deferred Date:

Folio: SGD-10

Order	Document Type	Document Number
1	Form CLBS	-

[previous](#)

- Useful tool to validate package
- Change status to actually submit when ready



Alterations

FORM_GURS_V2

**SURVEY PLAN
SUBMISSION
TO SURVEYOR GENERAL**

PAGE 1 of 2 pages

Your digital signature is a representation that you are a subscriber as defined by the General Survey Instruction Rules and that the statements herein are accurate and correct.

1. BC LAND SURVEYOR IDENTIFICATION: (Name, address, phone number) Import Profile

Joe Johnson	(250) 832-9701
PO BOX 362	joe@brownejohnson.com
Salmon Arm BC V1E 4N5	

Deduct LTSA Fees? Yes ☐

2. PLAN IDENTIFICATION:

Plan Submitted Under: Land Act

Plan Number: EPC1

This original plan number assignment was done under Commission #: 642

- Uncheck 'Deduct LTSA Fees' box



Alterations

3. PARCEL IDENTIFICATION AND LEGAL DESCRIPTION OF LAND:

[PIN] 90049587	[LEGAL DESCRIPTION] Block A of Section 9, Township 22, Range 10, West of the 8th Meridian, K.D.Y.D.
[AREA] 4.13	[UNITS] Hectares

USE SCHEDULE

4. CERTIFICATION:

I am a British Columbia land surveyor and certify that I was present at and personally supervised this survey and that the survey and plan are correct.

The field survey was completed on: 2005 August 26 (YYYY/Month/DD)

The plan was completed and checked on: 2005 August 29 (YYYY/Month/DD)

The checklist was filed under ECR#: 36492 on this date: 2005 August 29 (YYYY/Month/DD)

5. ALTERATION: ☒

This is an alteration to a previous version of this plan identified by control number: 113-909-7040

DESCRIPTION OF ALTERATION:

Amended the plan to show upgraded quarter section corners as per comments from SGD staff

USE SCHEDULE

- Check Alteration
- Enter Control Number
- Include explanation of changes
- Re-submit



Viewing Files

- Confirmed plans are available from GATOR
- Images are converted to TIF
- Plan number is imprinted on submission form
- SG confirmation is added

W082G007L0033d

PAGE 1 of 3 pages

by the
recd.

Brent Taylor DJT5LJ

8. PLAN CONFIRMATION:

Approved under Section 121 of the Petroleum and Natural Gas Act.
This is also the first pilot test plan to be signed.

Av7 Surveyor
678

Digitally signed by Av7 Surveyor 678
DN: cn=Av7 Surveyor 678, ou=BC,
ou=Surveyors Inc., ou=Surveyor 678,
email=av7surveyor78@consulting.bc.ca,
c=BC
Date: 2006.12.28 10:33:26 -08'07'

Confirmation Date: 2005/12/28

(YYYY/Month/DD)



Questions

High Level Overview Current Process

LAND TITLE OFFICE

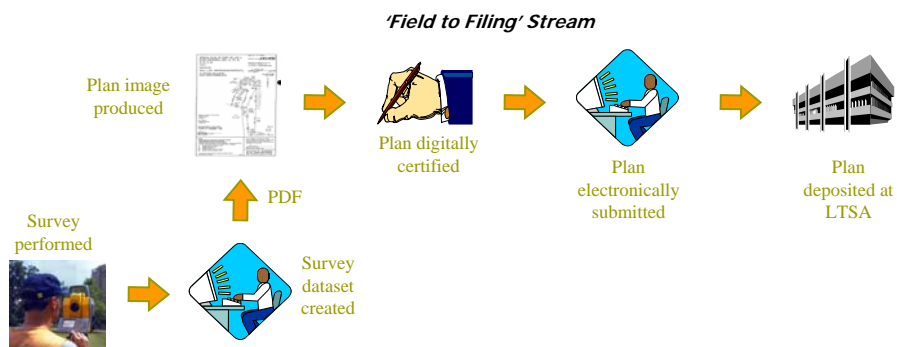
Current Process

- Surveyor prepares and signs original Mylar.
- Owner and charge holder signatures obtained on Mylar.
- Package is submitted for AO approval.
- Approving Officer Approval is obtained on Mylar.
- Package is submitted to LTO.
- Plan is reviewed by the LTO staff.
- If applicable, the plan is defected and returned to the Surveyor.
- Once a plan is acceptable, the plan is presented to the Deputy Registrar.
- The Deputy Registrar accepts the plan for filing by physically signing the Mylar.
- Mylar scanned and accessible electronically through BCOOnline.

High Level Overview New Process

LAND TITLE OFFICE

Digital Submission Process



So, what is different?

- Surveyor needs to obtain a Digital Certificate from Juricert.
- Surveyor needs a copy of Adobe Acrobat Standard v6 or better in order to digitally sign survey plans.
- Surveyor needs to be registered with a BC Online account in order to reserve plan numbers.
- Plan number pre-assigned.
- Entire package must be all electronic or all paper.
- All plans require an 'Application to Deposit Plan, Land Title Office' (DSPL) Form.
- Owners, charge holders and approvals are collected on DSPL.
- A subscriber certifies that they have signatures in their possession.
- Submission to LTO via BC Online.
- Fees are collected by BC Online.

The Plan Image (e-Survey)

- Plan Number
- Scale
- Land Title District
- Form 9
- No owners or charge holders
- Approval jurisdiction – no signature
- No Registrar's Signature





SPC – Work in Progress

FORM_SPC_U8

SURVEY PLAN
PART 2: CERTIFICATION
LAND TITLE AND SURVEY AUTHORITY

PAGE 1 of 1 pages

Your digital signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c. 250 and that you have applied your digital signature to certify that the statements herein are accurate and correct.

1. BC LAND SURVEYOR: (Name, address, phone number) Import Profile

2. PLAN IDENTIFICATION:
Plan Number:
This original plan number assignment was done under Commission #:

3. CERTIFICATION: ☒ Form 9 ☐ Explanatory Plan

I am a British Columbia land surveyor and certify that I was present at and personally supervised this survey and that the survey and plan are correct.

The field survey was completed on: 2005 - January - 01 (YYYY/Month/DD)

The plan was completed and checked on: 2005 - January - 01 (YYYY/Month/DD)

The checklist was filed under ECR#:



SPC – Work in Progress

I am a British Columbia land surveyor and certify that the buildings included in this strata plan have not been previously occupied as of 2005 - January - 01 (YYYY/Month/DD) ☐ None ☒ Strata Form S

☐ None ☐ Strata Form U1 ☒ Strata Form U1/U2

I am a British Columbia land surveyor and certify:

1. That the buildings shown on this strata plan are within the external boundaries of the land that is the subject of the strata plan subject to clause 2 of this endorsement

2. That certain parts of the buildings are not within the external boundaries but appropriate and necessary easements of other interests are registered as set out in section 244 (1)(f) of the Strata Property Act.

Registered Charge Number(s):

Certification Date: 2005 - January - 01 (YYYY/Month/DD)

4. ALTERATION: ☐

- Insert plan image into SPC
- Digitally sign
- Control number created

DSPL – Work in Progress

FORM_GSPF_UG

**APPLICATION
TO DEPOSIT PLAN
AT LAND TITLE OFFICE**

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LOCK

Your digital signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your digital signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Import Profile

Deduct LTO Fees? **YES** ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [legal description]

NO PID NUMBER

Use Long Legal Schedule **Use Short Legal Schedule**

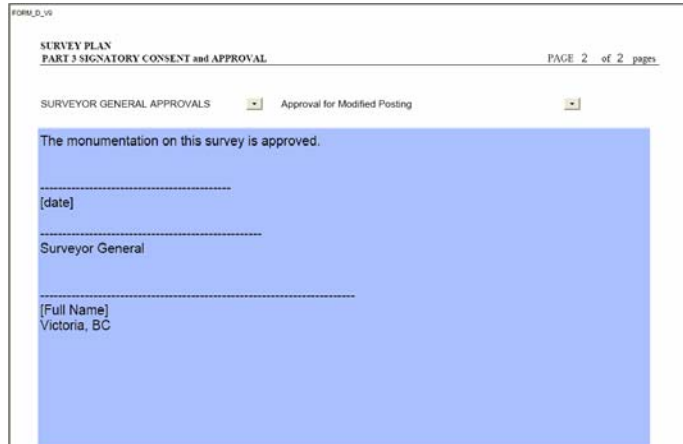
3. APPLICATION FOR DEPOSIT OF:

PLAN TYPE	PLAN NUMBER	CONTROL NUMBER	NUMBER OF NEW LOTS CREATED
Subdivision or Airspace	-		1

DSPL – Work in Progress

4.	OWNER(S): (updated owner(s) name(s), occupation(s), postal address and postal code)	Use Schedule
	<div style="background-color: #ccccff; height: 100px;"></div>	
	BRITISH COLUMBIA	
	CANADA	Joint Tenants ?
5.	EXPLANATORY NOTES	
	<div style="background-color: #ccccff; height: 200px;"></div>	
		Use Schedule
	Add Comments and Approvals	

DSPL – Work in Progress



FORM 5_V6

SURVEY PLAN
PART 3 SIGNATORY CONSENT and APPROVAL

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SURVEYOR GENERAL APPROVALS Approval for Modified Posting

The monumentation on this survey is approved.

.....
[date]

.....
Surveyor General

.....
[Full Name]
Victoria, BC

Submit Plan to LTO

- A plan package may also include multiple plans and associated documents
- All to be submitted as one package through EFS
- Submissions may be Immediate, Hold or Deferred
- Package may be submitted by anyone with a BC Online account
- Notifier sent when package is registered



Defect Notices

- If a package is rejected the submitter is notified through a notifier
- If changes to a plan are considered non-material by the examiner a revised plan image can be prepared.
- A new SPC form is required which will generate a new control number
- The same plan number can be used
- All defected plans and documents are re-submitted using the 'Corrective Declaration' process.



Viewing Results

- E-Survey plans will be available through BC Online
- Your submission also remain available for 90 days in the submission queue

Questions