

Land Titles Office (J-2A), Box 2703, Whitehorse, Yukon Y1A 2C6
Hours of Operation: 9:00 am to 4:00 pm Monday to Friday
Phone: (867) 667-5612 or Toll free within Yukon 1-800-661-0408 Ext. 5612
Fax: (867) 393-6358 E-Mail: landtitlesoffice@gov.yk.ca

GENERAL INFORMATION

APPLICATION OF SURVIVING JOINT TENANT

THE LAND TITLES OFFICE CANNOT GIVE LEGAL ADVICE

1. To get started you will a copy of the current Certificate of Title of the property you intend to transfer, which Land Titles will provide you with. In order to obtain this you will need the following information:
 - Legal Description, ie. Lot, Block, Quad, Plan, Subdivision or the current registered owners name(s).
 - Land Titles cannot search by street (municipal) address. If you only have the street address, and the property is located within Whitehorse city limits, you will need to contact the City of Whitehorse Tax Clerk at City Hall (867-668-8608) and they will provide you with a legal description. If the property is located outside Whitehorse city limits, contact Property Assessment (867-667-5268), or the local municipality where the property is located.
2. Land Titles will provide you with the form. The form can also be found on the Government of Yukon website under Justice, Land Titles and then under the Forms tab. Completion instructions are listed below.
3. To complete the form you will require a Notary Public in and for Yukon.
 - The Notary Public should not have an interest in this transaction;
 - The Land Titles Office cannot witness or notarize these forms; and
 - A listing of Yukon Notaries Public can be found in the Yellow Pages of the Yukon telephone directory.
4. Documents are registered in priority of order they are received in this office. Before registering documents, the Land Titles Office examines all documents for compliance under the *Land Titles Act, 2015* relevant legislation and policies.
5. Any changes made to the forms must be initialled. Do Not Use Whiteout. Please complete forms in blue or black ink.
6. If your documents are not in compliance with the *Land Titles Act, 2015* relevant legislation and policies, they will be rejected. We will notify you by telephone or by correspondence to inform you of the reasons we have rejected your documents. You will be informed of the necessary amendments you will be required to make or we will advise you to seek legal advice to ensure your documents are registrable in the Land Titles Office.

7. If documents are sworn outside of the Yukon, the Notary Public must affix his/her seal.
8. Original signatures are required on all documents.

When you have completed form:

- a) Take the form to:

Land Titles Office, 1st Floor, The Andrew A. Philipsen Law Centre
2134 Second Avenue, Whitehorse, Yukon Y1A 5H6

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- Registration fees are listed below and will be collected when you submit your documents.
- We accept cash, cheque, Debit Card, VISA, MasterCard and American Express.

OR

- b) Mail the form, with your payment, to:

Land Titles Office (J-2A)
Box 2703

Whitehorse, Yukon Y1A 2C6

Please ensure your name, address, phone number and payment
made payable to Government of Yukon are enclosed.

Registration Fees are listed below.

Registration Fees:

Application of Surviving Joint Tenant:	\$10.00
Extra title(s) affected	\$2.00 per title

**COMPLETION INSTRUCTIONS FOR APPLICATION OF
SURVIVING JOINT TENANT**

TO THE REGISTRAR:

Applicant(s) – Print the full name of the Surviving Joint Tenant as shown on the current Certificate of Title

Mailing Address – Print full mailing address, including postal code, to be shown on Certificate of Title. If you want to change your address from what is on the current Certificate of Title, you may use this form to do so.

Complete Applicable Option:

If you are the registered owner of the land:

Legal Description – The full legal description is required (Lot, Portion, Block, Quad, Group, Plan, Subdivision, City, as well as Yukon Territory). If the space provided is not sufficient for the complete legal description, enter “See Schedule” and attach a schedule containing the complete legal description. Agricultural regulations are not required.

OR

If you are the registered holder of a mortgage or encumbrance:

Instrument Number of Mortgage or Encumbrance: print the Instrument Number of the Mortgage or Encumbrance, as well as the Legal Description that is subject to the mortgage or encumbrance.

I SWEAR / AFFIRM THAT:

1. **During his/her lifetime** – Print name of the deceased exactly as shown on the Certificate of Title.
2. **Death Certificate** – Attach an original Death Certificate, or a true copy certified by a Notary Public or the Vital Statistics Registrar. The Certificate of Death must be issued by Vital Statistics and will be retained by the Land Titles Office.

SIGNATURE BLOCK:

Signature of Surviving Joint Tenant – Surviving Joint Tenant to sign in front of Lawyer / Notary and print their name below their signature as shown on the Certificate of Title.

Sworn / Affirmed before – Lawyer / Notary to sign, as well as fill in place and date of signature, their name and commission expiry. If the document is sworn outside of the Yukon, the Notary Public must affix his/her seal.

APPLICATION OF SURVIVING JOINT TENANT
For Transfer of Land held in Joint Tenancy; or
For Transfer of a Mortgage or Encumbrance held in Joint Tenancy
(s. 170)

TO THE REGISTRAR:

Applicant(s): _____
*(print full name of Surviving Joint Tenant(s),
as shown on current Certificate of Title)*

Mailing Address to be shown on title: _____

I/We apply to be named as *(complete applicable option)*:

- ☐ the registered owner(s) of the land(s) described below:

Legal Description(s):

OR

- ☐ the registered holder(s) of the Mortgage or Encumbrance described below:

Instrument Number of the Mortgage or Encumbrance: _____

Legal Description(s) that is subject to the Mortgage or Encumbrance:

I/WE, SWEAR / AFFIRM THAT

1. During his/her lifetime the said: _____
(print full name of deceased from the Certificate of Title)

and I/we held, as joint tenants, the land(s) or the Mortgage or Encumbrance described above.

2. Attached to and forming part of this application is an original or a true copy certified by a Notary Public/Vital Statistics of the Certificate of Death to be retained at the Land Titles Office.

3. The deceased named in the Certificate of Death is one and the same person as named in the Certificate of Title.

4. The above facts are true to the best of my/our knowledge, information and belief.

SWORN / AFFIRMED BEFORE ME)	
at _____ in _____)	_____
on the ____ day of _____, 20____)	<i>(Signature of Surviving Joint Tenant)</i>
)	
_____)	
<i>(Signature of Notary or Commissioner)</i>)	_____
)	<i>(print full name of Surviving Joint Tenant)</i>
)	
_____)	
<i>(print full name)</i>)	
)	
Notary Public in and for Yukon;)	<i>(Signature of Surviving Joint Tenant)</i>
or Notary Public or Commissioner for Oaths)	<i>(if more than one)</i>
in and for _____)	
(My commission expires: _____))	_____
)	<i>(print full name of Surviving Joint Tenant)</i>

**** All Notaries and Commissioners outside of Yukon must affix seal***