

CHANGE OF ADDRESS*

Before submitting documents to the Land Titles Office, please note the following:

The Notice of Change of Address for Service form to be completed and signed by all registered owner(s). If all owners are not changing their address the form is to be signed by only the owner who wants to change their address. If the Registered Owner is a Corporation, require one signature under seal of the corporation.

Only forms containing original signatures will be accepted for registration – scanned copies will not be accepted.

Mailing address change requests made by Power of Attorney must also be accompanied by power of attorney documentation.

Please note: A complete legal description is required: for example (Plan #, Block #, Lot # or Condo Plan #, Unit # or Meridian #, Range #, Township #, Section #, Quarter) in clause 1 of the form. The legal description is shown on your land title, property assessment notice and property tax bill.

Registration fees

First title affected	\$0.00
Extra title(s) affected	\$2.00 per title
Certified Copy of Title(s)	\$10.00 per title

Please enclose a cheque or money order payable to: **The Government of Alberta**. The completed Notice of Change of Address for Service form and appropriate fees can be mailed to:

Land Titles Office
Box 7575
Calgary, AB T2P 2R4

If you have further questions, contact the Land Titles Office:

Email (Land Title Office South): ltos@gov.ab.ca

Telephone (403) 297 – 6511

www.alberta.ca/land-titles

Alberta Government Services Building

2nd floor, 710 – 4 Avenue SW

Calgary, AB

NOTICE OF CHANGE OF ADDRESS FOR SERVICE
 (Not more than 7 instruments may be included in this Form)

Complete this space only if you are a registered owner. If you are not a registered owner, delete this space.

If appropriate, insert legal description of the land and, if available, the LINC number.

Cross out this paragraph if not applicable. If applicable, insert registration number of instrument(s) or caveat(s)

Insert the current mailing address including postal code

If space is insufficient in any of the areas of this form, insert "See Schedule" in the area and attach a Schedule

<p>1) I / We, _____ am / are the registered owner(s) of _____</p> <p>(LINC number: _____).</p>
<p>I / We, _____ am / are the registered owner(s) of an interest described in the following instrument(s) / caveat(s):</p>
<p>2) My current address is:</p>
<p>3) I / We request that my / our current address be recorded on the appropriate Certificate(s) of Title</p>

* To be signed by current owner(s), current agent for the caveator or lienholder.

Date	*Signature(s)	Print Name of Person Signing
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This information is being collected for the purposes of land titles records in accordance with the Land Titles Act. Questions about the collection of this information can be directed to the Freedom Of Information and Protection Of Privacy Co-ordinator for Alberta Registries, Research and Programme Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-2742.