

# Electronic Application of Survivor(s)

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This document explains how to create and assign an electronic Application of Survivor (s) for Law Firm users that have signed E-Submission agreements with Service New Brunswick. Please refer to the tutorial on Electronic Document Submission for additional information on the steps in the online documents process, the general buttons, the alert boxes, and the document states.

## General

The two main roles are:

*ESUB Creator*- A user with this role can complete the information at all stages except at the stages of Awaiting Authentication and Authorized to Submit.

*ESUB Lawyer Submitter* – A user with this role can initiate, complete, authenticate and submit the Application of Survivor document for registration.

While completing the electronic Application of Survivor(s) document, the user will have to indicate if the Application is made by a single joint tenant survivor, in which case Single Survivor (Form 48) must be selected or by multiple joint tenant survivors, for which Multiple Survivors (Form 48.1) must be selected. This document will provide an example for a single applicant.

The registration fee for the electronic Application of Survivor(s) is \$0.00 (2013-02).

## Creating a new Application of Survivor document

The following steps apply to an ESUB Creator.

In the PLANET “Welcome to SNB’s Registry and Mapping Services” menu, click on Land Titles > Electronic Documents > Electronic Document Worksheet > New

In the dropdown menu, select the Document Type <Application of Survivor(s)>, then click on <Continue>.



# Electronic Application of Survivor(s)

Enter the PID and then click on <Insert>.



## Create New Electronic Document

### Application of Survivor(s)

Enter values for new record

PID:

The Application of Survivor(s) form will open. All Interest Holders of type Owner will have a corresponding <Applicant> and <Deceased> checkbox. Check off the appropriate Applicant and Deceased box.



### Application of Survivor(s)

**Success!**

Row inserted.

PID: 20621926

Applicant					
ID	Name	Qualifier	Interest Type	Applicant	Deceased
915263	Cormier, Robert		Owner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
915264	Cormier, Cindy		Owner	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Document Information:

Fill in the orange mandatory fields , and any other fields as required.

User Supplied Reference - This is a field where users can enter information to assist them in tracking billing related to the current document.

The form types selectable are Form 48, if only two owners of type Joint Tenants are present on the PID or Form 48.1, if multiple owners of type Joint Tenants are present on the PID. The form type will determine the creation of either a PDF Form 48 for a single survivor or Form 48.1 for multiple survivors, when using the functions to Generate Draft report, or Print Application of Survivor(s).

The Certification and Particulars as to Proof of Death added by the user will be displayed in a Schedule "C" attached to Form 48 or 48.1.

# Electronic Application of Survivor(s)

User Supplied Reference:	2012-1958
Form Type:	Single Survivor (Form 48)
Instrument Type:	1205
Language of Document:	English
Certification and Particulars as to Proof of Death	I, Paul Burton, Solicitor, hereby certify that Robert Cormier and Cindy Cormier are the registered owners of PID 20621926 as Joint Tenants and that Cindy Cormier is deceased, leaving Robert Cormier, the Applicant as the registered owner and that the particulars of the proof of death are as shown below: Mallett Funeral Home and Crematorium Death Certificate; Cindy Cormier died on February 1st 2012 at 3:00pm in Moncton NB
Comments:	

Clicking <Request Authentication> indicates that the document is ready for signature entry and authentication.



## Authentication:

Once the signatory names and other required information has been entered to complete the Authentication block, click <Update>.

Authentication			
Date	Place of Execution	Applicant	Name and Authority
2012-04-04	Moncton NB	Robert Cormier	Paul Burton, Solicitor

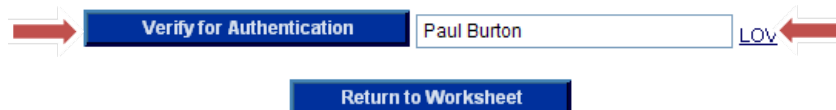
Update Delete Revert  
Print Application of Survivor(s) Return for Correction

Click <Print Application of Survivor(s) >, which generates a PDF report of Form 48 or Form 48.1, so that you can verify signature data.

## Verify for Authentication:

From the List of Value screen, select the name of the Lawyer submitter who will complete the Application of Survivor(s).

Click on <Verify for Authentication>. The document will be removed from your worksheet and placed on the selected Lawyer Submitter's worksheet.



# Electronic Application of Survivor(s)


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## Authenticate

The following steps only apply to an ESUB Submitter.

On the Electronic Document Worksheet, select the Application of Survivor(s) you wish to work on by clicking on the PID link.

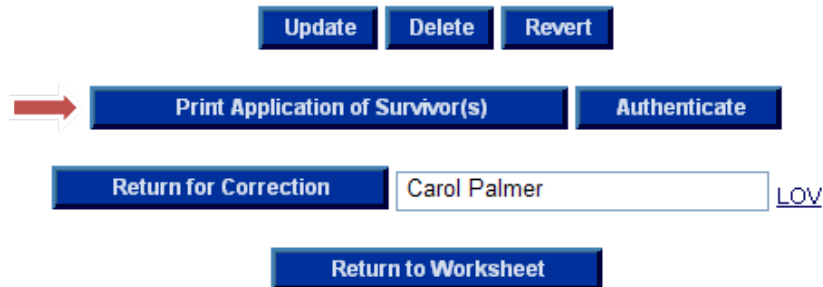
### Electronic Document Worksheet




PID	Owner Name	Document Type	Creation Date/Time	Status	Requested By	Activity Alert
<a href="#">20621926</a>	Cormier, Cindy	Application of Survivor(s)	2012-04-04 13:00:48	Awaiting Authentication	Carol Palmer	

At this stage of the electronic document submission, you must review all the blocks of information carefully to ensure all data is correct and complete.

Click on <Print Application of Survivor(s) > to generate a PDF file for printing to review the final document for signatures or to compare it to an existing signed original.



Update Delete Revert

 Print Application of Survivor(s) Authenticate

Return for Correction  [LOW](#)

Return to Worksheet

# Electronic Application of Survivor(s)

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Form 48

## APPLICATION OF SURVIVOR

Land Titles Act, S.N.B. 1981, c.L-1.1, s.65

**Parcel Identifier:** 20621926  
**Applicant:** Robert Cormier  
111 Main ST  
Bathurst NB  
E2A 4V9  
**The Deceased:** Cindy Cormier  
111 Main ST  
Bathurst NB  
E2A 4V9

I, the applicant, make oath and say:

1. That the deceased and I are registered owners as joint tenants of the parcel specified above or an interest therein;
2. That proof of death of the deceased is attached hereto as schedule C;
3. That I have done nothing to sever the joint tenancy, and to the best of my knowledge and belief, the deceased did nothing to sever the joint tenancy;
4. That I am entitled by right of survivorship to have the name of the deceased joint tenant removed from the title register and to have the title to the land or the interest therein registered in my name.

SWORN TO at Moncton NB  
on 04-APR-12  
before me:

\_\_\_\_\_  
Paul Burton, Solicitor

\_\_\_\_\_  
Robert Cormier

# Electronic Application of Survivor(s)

Page 2 of 2

**SCHEDULE "C"**  
**Certification as to Proof of Death**

I, Paul Burton, Solicitor, hereby certify that Robert Cormier and Cindy Cormier are the registered owners of PID 20621926 as Joint Tenants and that Cindy Cormier is deceased, leaving Robert Cormier, the Applicant as the registered owner and that the particulars of the proof of death are as shown below:  
Mallett Funeral Home and Crematorium Death Certificate; Cindy Cormier died on February 1st 2012 at 3:00pm in Moncton NB

When all data verification has been completed and you are satisfied that the electronic document is accurate and complete, set the Proof of Death and Certification check boxes to <Yes>. Click <Authenticate>.

<b>Authentication</b>			
Date (yyyy-mm-dd)	Place of Execution	Applicant	Name and Authority
2012-04-04	Moncton NB	Robert Cormier	Paul Burton, Solicitor
<b>Proof of Death</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	I hereby certify that the certification as to the proof of death contained in the attached schedule to this application contains every material provision and particular contained in the paper copy of the proof of death provided by the applicant.
<b>Certification</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	I hereby certify that I have in my possession an instrument designated for electronic submission by regulation under the Land Titles Act, in prescribed form and in paper format that has been to the best of my knowledge and belief, duly executed and witnessed, accompanied by the appropriate proof of execution, and that this electronic instrument contains every material provision and particular contained in the said paper instrument.

[Update](#) [Delete](#) [Revert](#)

[Print Application of Survivor\(s\)](#) [Authenticate](#) ←

[Return for Correction](#)  [LOV](#)

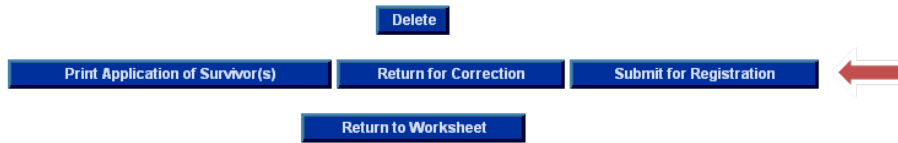
[Return to Worksheet](#)

The document is now ready for submission and at this stage is read-only.

# Electronic Application of Survivor(s)

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Clicking <Submit for Registration> will send the document to the Registrar.



A popup window will ask you to validate this choice. Click <OK>



You will then see the following screen. Click <OK> when ready.

## Electronic Document Confirmation

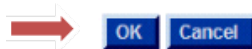
### Application of Survivor(s)

PID: 20621926

The cost of this registration is \$ **0.00**.

Are you sure you want to submit this electronic document for registration?

I hereby certify that I am authorized to submit this electronic instrument for registration.



Take note of the registration number, date and time.

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## Electronic Document Submission

### Application of Survivor(s)

**Success!**

Your Application of Survivor(s) has been successfully submitted and is **IN PROCESS** at SNB

Document Number: 12757575  
PID(s): 20621926  
Date/Time: 2012-04-04 15:00:00

Click [Here](#) to Return to Worksheet.

# Electronic Application of Survivor(s)

The following process chart was designed to cover a typical scenario;

## Registration Process for an Electronic Application of Survivor(s)

