



Land Owner Transparency Registry (LOTR) Filing Requirements & Ongoing Obligations

June 3, 2025

Presenters

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Land Acknowledgement

We would like to begin by acknowledging that we are gathering for this webinar from the ancestral, traditional territories of the Xwsepsum, Lkwungen, x^wməθkwəyəm, Skwxwú7mesh, Stó:lō, Səlílwəta?, Tk'emlúps te Secwepemc, and QayQayt First Nations.

We are privileged to live and work on the traditional and ancestral territories of Indigenous Peoples and Nations throughout British Columbia.



Disclaimers & Limitations

All material content and discussions:

- do not constitute legal advice nor a substitute for the law,
- are in accordance with the prevailing legislation as at June 3, 2025, and are subject to any subsequent changes to the legislation, the Government of BC's interpretation and/or subsequent court decisions.

To confirm the application of the legislation to your particular facts and circumstances, you should consult the legislation.

Terms & Acronyms

- LOTA – *Land Owner Transparency Act*
- LOTR – Land Owner Transparency Registry
- TD – Transparency Declaration
- TR – Transparency Report





Land Title and Survey Authority of BC (LTSA)

10,068 TOTAL VIEWS

Chat

General chat



Today at 8:12 AM

Grace 10:49 AM
Testing. Testing.

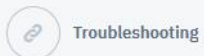
Grace 10:49 AM
👍

Send a message...

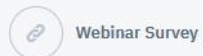


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Resources

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Link to presentation (PPT) and recording: <https://ltsa.ca/webinar-resources>



Innovation | Integrity | Trust

Agenda

I. LOTR Filing Requirements

- When are LOTA disclosures required?
- Some natures of interest don't require LOTR filings
- Filing exclusions
- Severing joint tenancy
- Change of name

II. Tips for Filing

- Adding owners to title as joint tenants
- Separate transfers in the same package
- Joint filings and standalone transparency reports
- Copy transparency report data function
- Amendments
- Who is disclosed in the transparency report
- Section 13 tips (General rules for filing and completing transparency reports)
- Section 13(6)

III. Subdivision

- How to use the plan field
- Effect of subdivisions

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LOTR Filing Requirements

When are LOTA disclosures required?

EVENT	WHO?	WHAT?	WHEN?	LOTA
(1) Registration of an interest in land	a. All transferees b. Reporting Body	a. Transparency Declaration b. Transparency Declaration & Transparency Report	Upon application to register an interest in land	a. s. 10 b. s. 10 & 12
(2) Revesting of a property by the Surveyor of Taxes	a. Surveyor of Taxes b. Reporting Body	a. Transparency Declaration b. Transparency Report	a. Upon application to revest a property b. Within 2 months after receiving notification from the Surveyor of Taxes	a. s. 10.1 b. s. 15.1
(3) Pre-existing owner of an interest in land is a Reporting Body	Reporting Body	Transparency Report	By November 30, 2022	s. 15(1)
(4) Interest in land held by a pre-existing owner that is a reporting body transfers to a new owner	Reporting Body	None required	Before November 30, 2022	s. 15(2)
(5) Pre-existing owner that is a Reporting Body that has not yet filed a Transparency Report, ceases to be a Reporting Body	Reporting Body	None required	Before November 30, 2022	s. 15(3)
(6) Registered owner becomes a Reporting Body	Reporting Body	Transparency Report	Within 2 months of becoming a Reporting Body	s. 15(4-5)
(7) Change of Interest Holders	Reporting Body	New updated Transparency Report	Within 2 months of becoming aware of the change	s. 16
(8) Need to complete or correct information in a previous filing	a. Transferee b. Reporting Body	a. New updated Transparency Declaration b. New updated Transparency Report	Any time	a. s. 10.2 b. s. 17
(9) Registered owner ceases to be a Reporting Body	Registered owner that was formerly a Reporting Body	Notice to Administrator	Within 2 months of ceasing to be a Reporting Body	s. 17.1

Some natures of interest don't require LOTR filings

Land Title Practice Manual (LTPM)

- Volume 1
 - Land Title and Survey Authority Fees
 - Detailed Listing Of Fees For Common Land Title Transactions





Form Type	Nature of Interest	Fee Item	Property Transfer Tax Form Required	Land Owner Transparency Register (LOTR) Filing Required
Form C Charge	TRANSFER OF CHARGE	Fee Item 2(1)(d)	N	N <ul style="list-style-type: none">• unless the transfer of charge is a right to purchase or life estate




ltpm.ltsa.ca/detailed-listing-fees-common-land-title-transactions

Filing exclusions

- If you've determined that the land title application is not dealing with an interest in land, you can select the exclusion type "Not an interest in land as defined in LOTA".

<input type="checkbox"/>	Sequence	Name	Type	Status	Modified	Transparency Declaration ID# ?
<input type="checkbox"/>	 1	Form A (Freehold Transfer)	Form A (Freehold Transfer)	E-Signed 	May 13 2025	<div>Go to LOTR Filing ></div> <div>Select an exclusion type </div> <div>Actions </div> <div><div>Select an exclusion type</div><div>Land excluded under s. 6 of LOTA</div><div>Not an interest in land as defined in LOTA</div><div>Government of BC exempt under s. 21.2 of LOTA Regulation</div><div>First Nation exempt under s. 21.22 of LOTA Regulation</div></div>



Severing joint tenancy


- If there is **no change in ownership** and only a change in tenancy, then LOTR filings are not required to be filed with the land title application.

<input type="checkbox"/>	Sequence	Name	Type	Status	Modified	Transparency Declaration ID# ?
<input type="checkbox"/>	☰	<input type="text" value="1"/>	Form A (Freehold Transfer)	Form A (Freehold Transfer)	E-Signed ●	May 13 2025

[Go to LOTR Filing >](#)

Select an exclusion type [▼](#)
Select an exclusion type
Land excluded under s. 6 of LOTA
Not an interest in land as defined in LOTA
Government of BC exempt under s. 21.2 of LOTA Regulation
First Nation exempt under s. 21.22 of LOTA Regulation

Actions [▼](#)



Change of name

- Change of name applications do not require LOTR filings to be filed with them. However, if the registered owner is a reporting body, [section 17](#) of LOTA gives discretion to the reporting body to file a [new transparency report](#) at any time to complete or correct information contained in a previously filed transparency report.
- It is recommended that a new transparency report be filed as soon as the change of name or change of name by amalgamation has been [registered](#) at the land title office.

Form Type	Nature of Interest	Fee Item	Property Transfer Tax Form Required	Land Owner Transparency Register (LOTR) Filing Required
Form 17 Fee Simple	CHANGE OF NAME	Fee Item 1(c)	N	N
Form 17 Fee Simple	CHANGE OF NAME— AMALGAMATION OF COMPANIES	Fee Item 1(c)	Y	N

ltpm.ltsa.ca/detailed-listing-fees-common-land-title-transactions

Change of name



Create New Record

×

I want to prepare a LOTR filing for:

☐ An application to register an interest in land
(regardless if client needs a transparency report)

☒ Transparency Report for a change of interest holders;
OR to correct a previous transparency report

Transparency Report ID # of previously filed report

For example: L-000-000-021-TR01 or L-000-000-021-TR

☐ New Transparency Report

☐ Correction to a previously filed transparency declaration
(and if the transferee is a reporting body, its transparency reports)

Cancel

Create Transparency Report

1. File the change of name application with the land title office.
2. Wait for the change of name application to be **registered**.
3. File a new transparency report to correct the previously filed one.

Tips for Filing

Adding owners to title as joint tenants

- Even when adding one or multiple people to title as joint tenants, all transferees that are listed on the land title form need to be listed as transferees on the transparency declaration as well.

Section 10(1): ...on an application to register an interest in land, each transferee must file with the administrator a transparency declaration...

4. Transferor(s)

MARY ANN SMITH

5. Freehold Estate Transferred

FEE SIMPLE

6. Transferee(s)

1

MARY ANN SMITH

RETIRED

2

ELEANOR MAY SMITH

TEACHER

11 EIGHTH STREET

SUITE 500

NEW WESTMINSTER BC V3M 3N7

AS JOINT TENANTS

Land Title Form

2. Transferees

Transferee 1

Given name(s)

1 MARY ANN

Last name

SMITH

Type

Individual

Transferee is reporting body

No

Transferee 2

Given name(s)

2 ELEANOR MAY

Last name

SMITH

Type

Individual

Transferee is reporting body

No

Transparency Declaration

Separate transfers in the same package

- **Do not** use one transparency declaration for separate transfers if the transferee sections are different, even if they're in the same package.

1	Transmission to Surviving Joint Tenant	Transferee(s): MARY ANN SMITH	✗
	Transparency Declaration L-001-002-003-TD	Transferee(s): MARY ANN SMITH ELEANOR MAY SMITH	
2	Freehold Transfer (of an undivided ½ interest)	Transferee(s): ELEANOR MAY SMITH	✗
	Transparency Declaration L-001-002-003-TD	Transferee(s): MARY ANN SMITH ELEANOR MAY SMITH	

Separate transfers in the same package

- Instead, you must create and file **separate** transparency declarations, one for each land title application with the matching transferee names.

1	Transmission to Surviving Joint Tenant	Transferee(s): MARY ANN SMITH	✓
	Transparency Declaration L-001-002-003-TD	Transferee(s): MARY ANN SMITH	
2	Freehold Transfer (of an undivided ½ interest)	Transferee(s): ELEANOR MAY SMITH	✓
	Transparency Declaration L-123-456-789-TD	Transferee(s): ELEANOR MAY SMITH	

Joint filings and standalone transparency reports

- A [transparency declaration](#) is only required when filing a land title application to register an interest in land. Any transferee that is a reporting body will also require an [accompanying transparency report](#), which can be generated from within the transparency declaration. These are known as [joint filings](#). Joint filings can only be submitted by associating the transparency declaration ID number with a land title application.
- If you are [not](#) filing a land title application to register an interest in land, [do not](#) create a transparency declaration.
- If you need to file a transparency report on its own e.g., under [section 15](#) because a registered owner has become a reporting body, you must create a [standalone transparency report](#).

Joint filings and standalone transparency reports

Create New Record

×

I want to prepare a LOTR filing for:

☒ An application to register an interest in land
(regardless if client needs a transparency report)

☐ Transparency Report for a change of interest holders;
OR to correct a previous transparency report

☐ New Transparency Report

☐ Correction to a previously filed transparency declaration
(and if the transferee is a reporting body, its transparency reports)

Cancel

Create Transparency Declaration

Transparency Declaration (and if necessary, accompanying Transparency Reports are generated from within it to create a joint filing)

Create New Record

×

I want to prepare a LOTR filing for:

☐ An application to register an interest in land
(regardless if client needs a transparency report)

☐ Transparency Report for a change of interest holders;
OR to correct a previous transparency report

☒ New Transparency Report

☐ Correction to a previously filed transparency declaration
(and if the transferee is a reporting body, its transparency reports)

Cancel

Create Transparency Report

Standalone Transparency Report

Copy transparency report data function

- You can copy select content from a transparency report that was created incorrectly as part of a joint filing into a new standalone transparency report by using the "Copy Transparency Report" function.

LOTR ID# ▾	File Reference ▾	Type ▾	Modified ▾	Status ▾	Actions
L-001-345-321-TD	Meet Test	Transparency Declaration	Jun 17 2022 12:47 PM	E-signed	More ▾
L-001-345-321-TR01	Meet Test My Trust Company	Transparency Report	Jun 17 2022 2:58 PM	E-signed	More ▾

Items per page : 10 25 50

First Prev 1

Edit

Download execution copy

Copy Transparency Report

Amendments

Create New Record

×

I want to prepare a LOTR filing for:

☐ An application to register an interest in land
(regardless if client needs a transparency report)

☐ Transparency Report for a change of interest holders;
OR to correct a previous transparency report

☐ New Transparency Report

☐ Correction to a previously filed transparency declaration
(and if the transferee is a reporting body, its transparency reports)

Cancel

Section 17(1)

Section 10.2

Section 17(1): ...a reporting body may, at any time the reporting body considers necessary in order to complete or correct information contained in a previously filed transparency report, file with the administrator a new transparency report

Section 10.2: A transferee may, at any time the transferee considers necessary in order to correct information contained in a transparency declaration previously filed under section 10 (1) [transparency declaration required with application to register interest in land], file with the administrator a new transparency declaration completed in accordance with that section.

TIP: You must input all the required information in the amendment, not just the missing or corrected information.

Who is disclosed in the transparency report

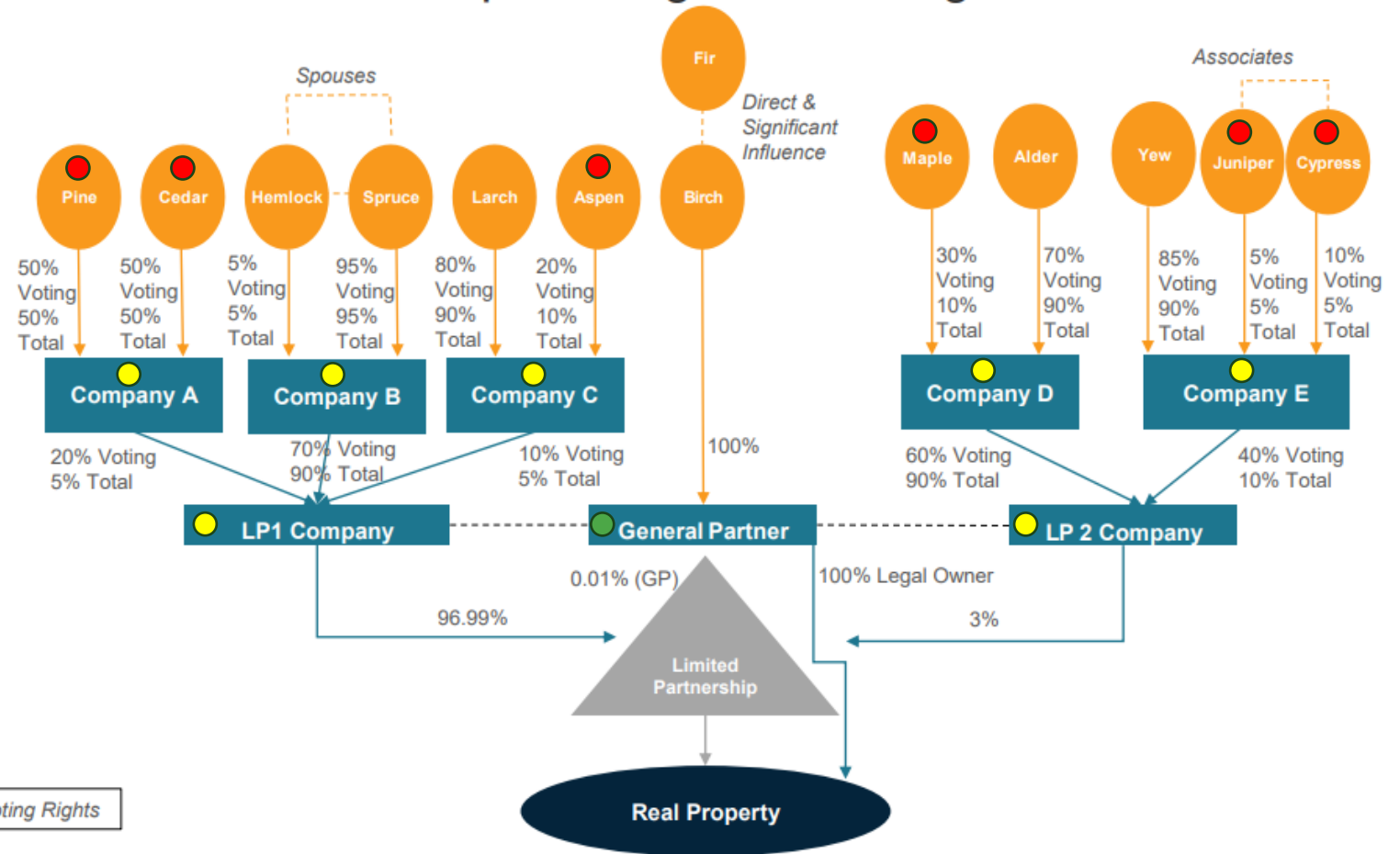
The obligation to file a transparency report under LOTA is always placed on the registered owner if they are a reporting body.

- Each reporting body must file their own transparency report e.g. where two trustees are registered on title, each trustee must file their own and separate transparency report.
- In a transparency report that's filed with a transparency declaration ([joint filing](#)), the [reporting body](#) name should always match the [transferee's](#) name.
- In a [standalone transparency report](#), the [reporting body](#) name should always match the name of the [registered owner](#) of the interest(s) in land.
- [Interest holders](#) disclosed in a transparency report will always be individuals.
 - See [section 1](#) of LOTA for the definition of "interest holder".
 - See [sections 2-4](#) of LOTA which set out the meaning of the three types of interest holders (beneficial owners, corporate interest holders, and partnership interest holders).
 - In respect of relevant corporations, when there is an intermediary between the relevant corporation and the beneficial interest holder(s), you can refer to the [Land Owner Transparency Regulation](#) and the [Government of BC's website](#) for guidance on "indirect control" to determine who the ultimate interest holders are that need to be disclosed.

Example: Who is disclosed in the transparency report

- Relevant intermediaries and certain interest holders are not disclosed in LOTR.
- Reporting body: GP files transparency report as partner in a relevant partnership.
- Relevant intermediaries not reported: LP1, LP2, Co's A, B, C, D, E.
- Interest holders not reported: Pine, Cedar, Aspen, Juniper, Cypress, Maple.

Relevant Partnership Holding Title as Registered Owner



Section 13 tips

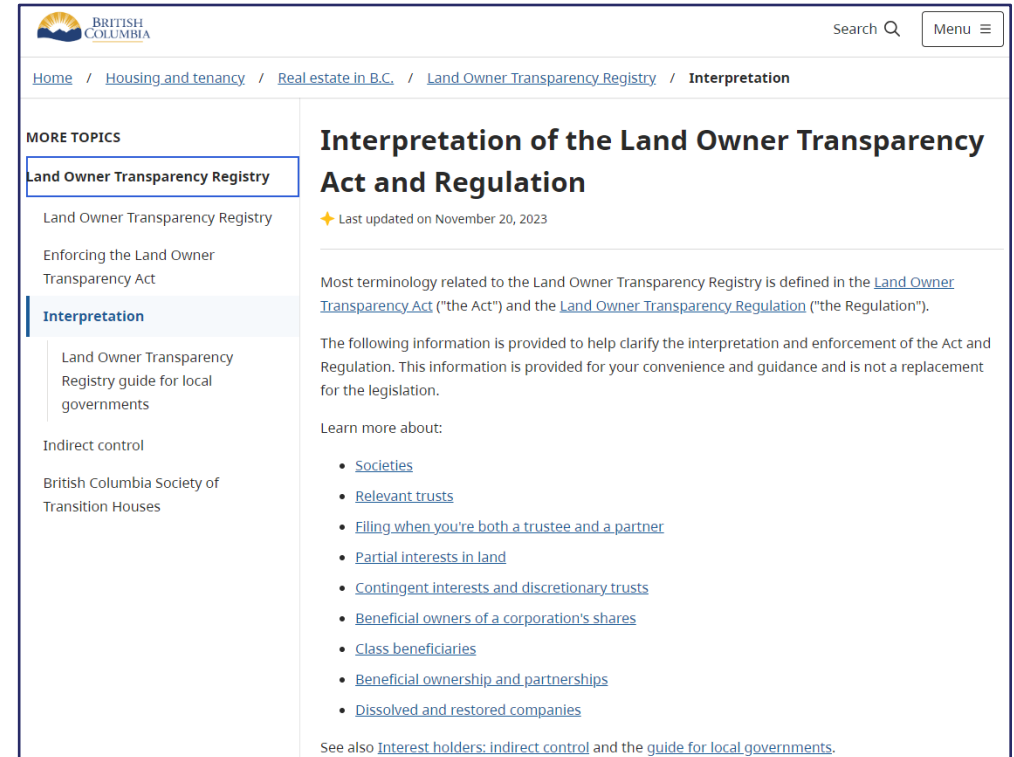
(General rules for filing and completing transparency reports)

REPORTING BODY	MUST FILE TR AS	LOTA
Trustee of a relevant trust whether or not a trust instrument is filed	Trustee of a relevant trust	s. 13(1)
Trustee of a relevant trust is also a relevant corporation and the trustee holds the interest in land in trust	Trustee of a relevant trust	s. 13(2)
Partner of a relevant partnership is also a relevant corporation and the interest in land is partnership property	Partner of a relevant partnership	s. 13(3)
All partners in the relevant partnership referred to in subsection (3) are relevant corporations and the interest in land is registered in the name of all the relevant corporations	Relevant corporation (Each partner must file a TR)	s. 13(4)
Partner of a relevant partnership is also a trustee of a relevant trust and the interest in land is partnership property	Partner of a relevant partnership	s. 13(4.1)
All partners of a relevant partnership are individuals and the interest in land is registered in the name of all those individuals	TR not required	s. 13(5)
Trustee of a relevant trust and the interest in land is registered in the name of all the beneficial owners	TR not required	s. 13(6)

Section 13(6)

Government of BC's interpretation on partial interests in land:

- An individual may be the registered owner of a small (such as 1%) interest in land; for example, in a situation where a parent is assisting with the down payment on property.
- In these situations, it is possible the parent would be considered a trustee of a relevant trust and therefore be required to file a transparency report. It depends on the specifics of the agreement between parties.



The screenshot shows the official website of the British Columbia Land Owner Transparency Registry. The page is titled "Interpretation of the Land Owner Transparency Act and Regulation" and was last updated on November 20, 2023. It provides a detailed explanation of the terminology used in the Act and Regulation, including definitions for "Land Owner Transparency Act" and "Land Owner Transparency Regulation". The page also includes a list of links to related topics such as "Societies", "Relevant trusts", "Filing when you're both a trustee and a partner", "Partial interests in land", "Contingent interests and discretionary trusts", "Beneficial owners of a corporation's shares", "Class beneficiaries", "Beneficial ownership and partnerships", and "Dissolved and restored companies".

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MORE TOPICS

- Land Owner Transparency Registry
- Enforcing the Land Owner Transparency Act
- Interpretation**
- Land Owner Transparency Registry guide for local governments
- Indirect control
- British Columbia Society of Transition Houses

Interpretation of the Land Owner Transparency Act and Regulation

✦ Last updated on November 20, 2023

Most terminology related to the Land Owner Transparency Registry is defined in the [Land Owner Transparency Act](#) ("the Act") and the [Land Owner Transparency Regulation](#) ("the Regulation").

The following information is provided to help clarify the interpretation and enforcement of the Act and Regulation. This information is provided for your convenience and guidance and is not a replacement for the legislation.

Learn more about:

- [Societies](#)
- [Relevant trusts](#)
- [Filing when you're both a trustee and a partner](#)
- [Partial interests in land](#)
- [Contingent interests and discretionary trusts](#)
- [Beneficial owners of a corporation's shares](#)
- [Class beneficiaries](#)
- [Beneficial ownership and partnerships](#)
- [Dissolved and restored companies](#)

See also [Interest holders: indirect control](#) and the [guide for local governments](#).

www2.gov.bc.ca/gov/content/housing-tenancy/real-estate-bc/land-owner-transparency-registry/interpretation#partial-interests

Section 13(6)

To determine if you are a reporting body, you must consider:

- Do you have a beneficial interest in the land e.g. would you be entitled to receive a portion of the sale proceeds from the sale of the property or enforce other equitable rights in court?; or
- Are you holding the interest for the benefit of the other transferee(s) (such as the child) and are only listed on title for financing or other purposes? If this is the case, then you could consider yourself holding the interest as a trustee for the benefit of the other transferee (such as the child).

The screenshot shows the 'Interpretation of the Land Owner Transparency Act and Regulation' page on the British Columbia government website. The page includes a breadcrumb trail: Home / Housing and tenancy / Real Estate in B.C. / Land Owner Transparency Registry / Interpretation. A 'MORE TOPICS' sidebar on the left lists: Land Owner Transparency Registry, Enforcing the Land Owner Transparency Act, Interpretation (highlighted), Land Owner Transparency Registry guide for local governments, Indirect control, and British Columbia Society of Transition Houses. The main content area is titled 'Interpretation of the Land Owner Transparency Act and Regulation' and notes it was last updated on November 20, 2023. It explains that terminology is defined in the Land Owner Transparency Act and the Land Owner Transparency Regulation. It states that the following information is provided to help clarify interpretation and enforcement, but is not a replacement for legislation. A 'Learn more about:' section lists links to: Societies, Relevant trusts, Filing when you're both a trustee and a partner, Partial interests in land, Contingent interests and discretionary trusts, Beneficial owners of a corporation's shares, Class beneficiaries, Beneficial ownership and partnerships, and Dissolved and restored companies. At the bottom, it references 'Interest holders: indirect control' and a 'guide for local governments'.

www2.gov.bc.ca/gov/content/housing-tenancy/real-estate-bc/land-owner-transparency-registry/interpretation#partial-interests

Section 13(6)

Section 13(6): *A trustee of a relevant trust is not required to file a transparency report if the interest in land is or will be registered in the name of all the beneficial owners in respect of the interest in land.*

In this example, a transparency report would **not be required** because **all the beneficiaries** are exposed on title:

Title	Beneficiaries
ELEANOR MAY SMITH as to an undivided 99/100 interest	ELEANOR MAY SMITH
MARY ANN SMITH as to an undivided 1/100 interest	MARY ANN SMITH

Section 13(6)

In this example, a transparency report is required because a beneficiary is not exposed on title:

Title	Beneficiaries
ELEANOR MAY SMITH as to an undivided 99/100 interest	ELEANOR MAY SMITH
MARY ANN SMITH as to an undivided 1/100 interest	MARY ANN SMITH
	JOHN SMITH

Subdivision

How to use the plan field

File Reference

1234

Limit 30 characters

Is this Transparency Declaration being filed to update or correct a previously filed Transparency Declaration? [?](#)

☐ Yes ☒ No

Parcel Identifier (PID) [?](#) Legal Description [?](#)

+ Add Another PID OR + Add Manual Entry Land

> When should another PID be added?

☒ No PID [?](#)

Example of a legal description of land

Legal descriptions of a parcel of land are variable. Here are two examples of legal description:

District Lot 1234, Cariboo Land District

Lot 1, District Lot 555, New Westminster District, Plan 12345

Enter the title or charge number of the AFB/IFB/AFCB title or charge, Vancouver Street Lease or charge on the common property of a strata plan:

CB1923050

Related Plan Number:

common Strata property EPS11017

Related Plan Number:

--Select Type--

--Select Type--

AFB/IFB/AFCB title or charge

common Strata property

Vancouver Street Lease

Or (you may enter both)

Enter the legal description of a parcel of land.

Common property Strata Plan EPS11017

Available Characters: 2164

Cancel

Add

Effect of Subdivisions

- When land is subdivided all pre-existing filed transparency reports are carried to the created lands. Often this results in carrying two or more transparency reports, especially where a pre-plan transfer is required to establish common ownership of the new land.
- Public and authority searches of the new PIDs will show two, or more, transparency reports for the reporting body making search results incorrect.

The proposed subdivision is to take part of Lot 1 that is shown with shading in Sketch B and add it to Lot 2 to form a larger Lot A. Lot 1 is owned by Melvin and is subject to a mortgage, EL1234, in favour of Mortco Finance Ltd. Lot 2 is owned by Jones and is subject to a mortgage, EL5678, in favour of Trustco Ltd.

Sketch B: Proposed Electronic Subdivision Plan of Lots 1 and 2, VIP 13579 with pre-assigned plan number beginning with the prefix EPP e.g. EPP1234



Subdivision

- A transparency report must contain the information required by **section 18** of the LOTA.
- **Section 18(f)** requires the parcel identifier assigned to the land to which the report relates.
- Lands created by subdivision have different parcel identifier numbers.
- **Section 17** sets out that the reporting body may file a new transparency report to complete or correct information contained in a previously filed transparency report.

Resources

Resources

Land Owner Transparency Act

- www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/19023

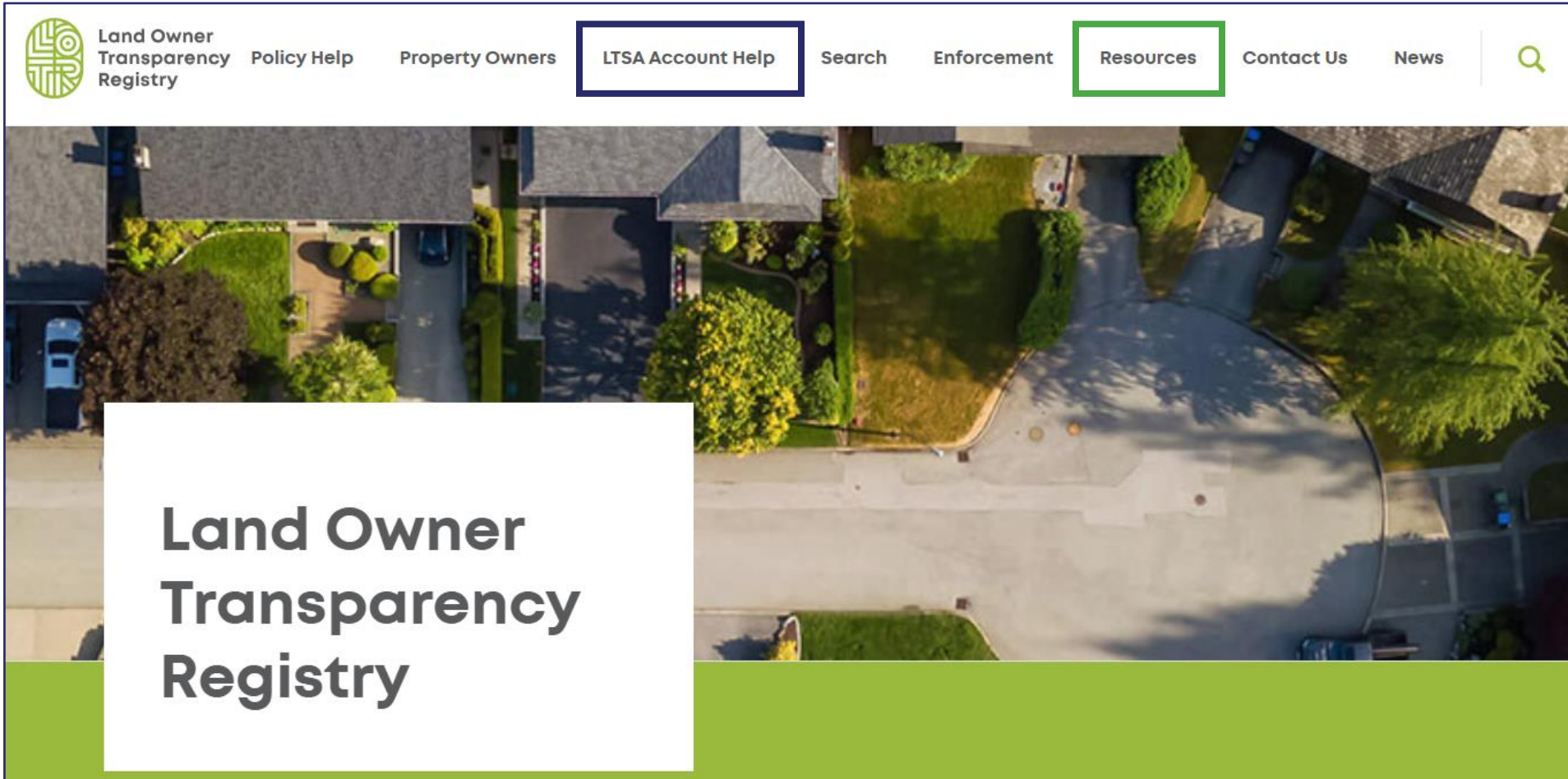
Land Owner Transparency Regulation

- www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/250_2020

Government of BC

- For information on Filing Exclusions, Interpretation, Indirect Control, and more.
- www.gov.bc.ca/landownertransparency

landtransparency.ca



Resources

Land Owner Transparency Registry

- landtransparency.ca

Land Title Practice Manual

- ltpm.ltsa.ca/land-owner-transparency-act-sbc-2019-c-23
- ltpm.ltsa.ca/detailed-listing-fees-common-land-title-transactions

Contact Us:

- LOTR Services: LOTR@ltsa.ca
- LTSA Customer Service Centre: 1-877-577-5872 or 604-630-9630 – Option 2



Thank you