



APPLICATION TO CREATE A CONDOMINIUM

Mail
 PO Box 2703 (J-2A)
 Whitehorse, YT Y1A 2C6

Phone
 867.667.5612

Drop off
 2134 2nd Ave, Whitehorse, YT

Applicant			Client ref #	
Contact person		LTO client #		LTO account #
Mailing address		City	Terr./Prov.	Postal code
Phone	Email			
Condominium name (e.g., Whitehorse Condominium Corporation No. 95)				
Legal land description(s) related to registration (i.e. lot, block plan or parcel #)				

Documents

Documents to be registered		Extra titles	Registration fee
1	If a leasehold condominium (<i>Condominiums on Leasehold Land Regulation</i>) <ul style="list-style-type: none"> ▪ Ground lease (registration prior to application) 		
2	If a phased development condominium (<i>Phased Development Regulation</i>) <ul style="list-style-type: none"> ▪ A statement required to be contained in the declaration that the condominium is a phased development per ss. 4(2) of the Regulation ▪ Phased development disclosure statement prepared by the developer that complies with s.5 of the Regulation <ul style="list-style-type: none"> ▫ Statutory declaration (form 14) ▪ Condominium plan, including as described in ss.7(1) and (2) of the Regulation 		
3	If a converted building condominium (<i>Converted Building Condominium Regulation</i>) <ul style="list-style-type: none"> ▪ A certificate of an approving authority that accompanies the condominium plan, issued following the developer's submission of a building assessment report, per s.3 of the Regulation 		
4	If a bare land condominium (<i>Bare Land Condominium Regulation</i>) <ul style="list-style-type: none"> ▪ Statements required to be contained in the declaration per s.1 of the Regulation 		
5	Condominium Declaration <ul style="list-style-type: none"> ▫ Schedule – Unit entitlement ▫ Schedule – Voting rights 		
6	Condominium plan and Transform Approval Certificate (TAC) <ul style="list-style-type: none"> ▫ Certificates or endorsement of <ul style="list-style-type: none"> – Surveyor – Architect, engineer or a Canada Lands Surveyor – Approving authority 		

Documents to be filed and other documents		Extra titles	Registration fee
1	If a leasehold condominium (<i>Condominiums on Leasehold Land Regulation</i>) <ul style="list-style-type: none"> Ground lease registration number Leasehold condominium agreement or written evidence satisfactory to the Registrar of Land Titles that the relevant public authority approves of the condominium plan. 		
2	If a phased development condominium (<i>Phased Development Regulation</i>) <ul style="list-style-type: none"> If the phased development includes an existing condominium, evidence of consents satisfactory to the Registrar per ss. 8(1) of the Regulation. 		
3	If a converted building condominium (<i>Converted Building Condominium Regulation</i>) <ul style="list-style-type: none"> A statement from the developer, in a form acceptable to the registrar, as to whether the developer has complied with ss.6(1) and (2) of the Regulation regarding tenants' rights and conditional offers for sale of the existing units 		
4	Notice of Bylaws		
5	Notice of First Directors		
6	Notice of Address		
Certificates of title and other services		Extra titles	Registration fee
1	Certified copy of certificate(s) of title		
2	Certified copy of common property certificate(s) of title		
3	Certified copy of common assets certificate(s) of title		
Total Fees		\$	

Personal information in this form is collected under section 15(c)(i) of the *Access to Information and Protection of Privacy Act* (ATIPPA), and under the *Condominium Act, 2015*, the *Land Titles Act, 2015* and the Regulations under both of those Acts, for the purpose of carrying out the activities of the Land Titles Office, such as creating condominiums, registering the title to land and compilation of public registers. ATIPPA does not apply to the information in public registers kept by the Land Titles Office. Any person is entitled to access to the information contained in the public registers and may make copies or extracts of the information. If you have questions related to the collection of this information, contact the Deputy Registrar of Land Titles at 867-667-5612, or toll free, within Yukon 1-800-661-0408, ext. 5612.