

June 20th, 2016

UPGRADE NOTICE

The Conveyancer® Version 18.2A has been automatically installed in your environment. This release includes support for lender forms with dynamic barcodes and other enhancements that will improve your user experience.

Support for Lender Forms with Dynamic Barcodes

The Conveyancer will now populate lender forms containing dynamic barcode technology. The following lender forms contain this barcode technology and are currently available in the application:

Royal Bank of Canada

- Request for Mortgage Funds (Form 3328 (11-01-2015))
- Homeline Plan Request for Funds - Notice of Registration - Form 3958 (11-01-2015)

President's Choice Financial

- PCF - Final Report (PCF - 2013_10)
- PCF - Interim Report (PCF - 2013_10)
- PCF - Fax Cover page

If you make changes after generating a form, you will be prompted to save the form. Note that the **Print**, **Clear Data** and **Close** buttons do not appear in these forms. When the form is reopened, the **Print** and **Edit** buttons do not appear.

General Enhancements

Compatibility with Microsoft® Word 2016 – Microsoft® Word 2016 is compatible with **The Conveyancer**.

Fix for Assigning MMS Deals with Expiring LLC/MMS Password – In the previous version of **The Conveyancer**, when an LLC/MMS password expiry warning appeared and the password was not updated, data would be missing in Tab G after the MMS deal was accepted and assigned to a record. This version contains a fix for this scenario.

New MLTT Administration Fee – This version of **The Conveyancer** supports the Municipal Land Transfer Tax (MLTT) Administration Fee that became effective on April 1st, 2016. The new **MLTT administration fee** of \$75.00 plus HST will now appear in the Statement of Account when the property is located in Toronto.

Update for Pre-paid Rent Interest Table – Ontario has posted its [2017 rent increase guideline](#) of 1.5% for increases between January 1 and December 31, 2017. It will be updated in **The Conveyancer** by the end of this week.

- Access the table from the **View Interest Rate Table** button – go to **Statement of Adjustments > Tenancy > Pre-Paid Rent** > select **Yes** for the questions **Is Purchaser to receive credit with interest on pre-paid rent?** and **Should The Conveyancer perform the interest calculation?**

Document Updates

Document Registration Agreement (DRA) in Requisition Documents – Two new master documents for requisitions have been added – **Ireq2noDRA.p** and **IreqnoDRA.p**. These documents contain a paragraph specifying that the solicitor abides by the Document Registration Agreement (DRA) as prepared by the LSUC:

Hydro Compliance Documents for Lincoln/Welland – For customers in Lincoln/Welland, two new compliance documents named **compltrs.p** and **compltrs.s** have been added which provide detailed information from lawyers before changing hydro accounts at closing.



Importing Documents – Before importing Master Documents, it is strongly recommended that you make a backup of the existing Masters folder (located at **W:\TCWINMASTERS**). Then follow these directions to import the Master Documents:

1. Log in as a regular user.
2. Click **Updates > Import selected master documents from Do Process Software**.
3. In the appropriate tab, double-click the required documents (they are highlighted in green in the **DP Version** column), click **Proceed** and confirm the import.

Need Assistance?

If you require assistance, please contact Customer Service at 1.866.367.7648 or inquiries@doprocess.com.

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