



March 24, 2014

UPGRADE NOTICE

The Conveyancer Version 16.1A is now available for upgrade.

In this version, we've incorporated many of your requests for features that will improve your workflow and help minimize errors. It is the first of four significant releases planned for The Conveyancer throughout the year, followed by three more in the summer, fall and winter of 2014.

Support for the Foreclosure Process

The Conveyancer now supports Foreclosures in Sale transaction records and a new task named "Foreclosure" has been added. Three Land Titles documents have been implemented for Foreclosures in this task:

- Notice of Sale (T_NEPS.POS)
- Request/Transmission (T_Fm501.POS)
- Schedule of Land (T_Fm1601.POS)

The following documents are also available in the Foreclosure task:

- Demand Letter (t_dm_let.pos)
- Auction Sale Conditions (t_ac_cdn.pos)
- Mortgage Sale Ad (t_m_s_ad.pos)
- Affidavit of Service (t_af_ofs.pos)

In addition, the following related documents are available in Document Production:

- Affidavit of Bona Fide/Continuing Default (aff_bona_fide_default.s)
- Declaration As to Possession (fc_dec_to_poss.s)
- Order to Pay (fc_ven_order_to_pay.s)
- Affidavit of Purchase (fc_aff_of_purchasers.s)

Support for Your Operating System and Word Processor

The Conveyancer is now fully compatible with Microsoft® Office 2013 and Microsoft Office 365 (desktop version).

Microsoft has announced that it will no longer support Microsoft Windows® XP and Microsoft® Office 2003 as of April 8th, 2014. As a result, we strongly advise you to upgrade your operating system and word processor quickly to ensure the data in your office remains secure.

We will continue to provide support for all Do Process applications running on Windows XP and Office 2003 until December 31st, 2014. After that date, we will only support Microsoft Windows 7, 8 or 8.1, Microsoft Office 2007 and 2010, and Corel® WordPerfect® X5 and X6.

General Enhancements

Availability of GST/HST New Residential Rental Property Rebate Application Form – Access the GST/HST New Residential Rental Property Rebate Application form in Purchase, Sale and Project transaction records.

- To access, go to Forms > GST/HST New Housing Rebate Application > [Additional GST/HST forms] > GST/HST New Residential Rental Property Rebate Application and fill out the form. Then close the form and produce it by clicking Generate Form.

Mandatory Fields Added for New Lender Document Request – When requesting a new lender document, the fields “Website to obtain Document” and “Your email address” are now mandatory.

Homestead Status Text – For Homestead Status in Tab B of all transaction record types, the sentence “No other person has homestead rights in the within land.” has been added to the “Co-transferor has homestead rights” and “Consenting spouse or common-law partner” options.

Excluding Taxes in Real Estate Commissions – To support a real estate commission that does not include taxes, two new fields have been added to the RE Broker/Commission topic in a Sale record: “Commission” and “HST on Commission”.

Support for Multiple Clients Signing in Different Locations – Periodically, clients may want to sign in different locations in the same province or in different provinces. These locations will automatically appear in the signing lines of generated documents and lender forms.

- Activate this feature in the “Override default signing location of documents as specified in Tab A” field, in the Client Name(s) box accessed from Tab B.
- For individuals, specify the City and Municipality.
- For corporations, Power of Attorney and Estate, specify the City and Municipality for signing officers, attorneys or estate trustees.
- The signing lines for clients in the same location will be grouped together.

Support for Farm Land, Commercial Properties and Mobile Homes – In the Subject Property topic, the options “farm land”, “commercial property” and “mobile homes” have been added to the “Purchase is of” field.


Support for Assignment of Rents and General Security Agreements – In the Mortgage Terms subtopic, new fields have been added for Assignment of Rents and General Security Agreement. New master document are available and DP codes have also been added (25215 to 25218 for Assignment of Rents and 25221 to 25224 for General Security Agreement).

Support for SQL Version of PCLaw® – The Conveyancer supports the SQL version of PCLaw.

Text Formatting for Requisitions – Text formatting applies to new requisitions (after 2009) in generated documents.

More Characters for Email Addresses – Enter up to 40 characters in Email fields in the Existing Mortgage and New Mortgage topics.

Display Delayed Closing Interest on Mortgage in Tab A – In Tab A, view the amount for the late closing interest specified for the mortgage.

- In the “On possession, pay” field in Tab A, select “Balance of Down Payment”. Click  to open the “Calculation of Balance of Down Payment and Delayed Closing Interest” box. The mortgage principal amount (from Tab G) appears in the “Balance to Close” field and the interest is calculated based on that amount. After entering a special amount for the Net Advance in Tab G, you can select either the principal or the special amount to calculate the late closing interest in Tab A.

Need Help Upgrading?

Visit the [Customer Resource Centre](#) for instructions or contact Customer Service at 1.866.367.7648 or inquiries@doprocess.com.

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