

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 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 and Microsoft Office 2007 and 2010.

General Enhancements

Upgrade The Conveyancer without Assistance – If you have version 16.0A, you now have the ability to upgrade The Conveyancer on your own and access all the time-saving features we've developed for you. To upgrade, all users must log out of The Conveyancer. Then the Default user goes to Configuration > Live Upgrade > Check for Update and follows the instructions.

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.

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 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.

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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