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**RE: TRANSFER OF MORTGAGE**

**Mortgagor:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Your Reference Number:** \_\_\_\_\_

**I/We Hereby authorize, direct and instruct you as follows:**

- a) To not renew the Mortgage, as the Mortgage is to be assigned to Pro-Link Mortgages Inc. However, should you have to renew the mortgage, consider this your instruction to renew the Mortgage only for a six (6) month “open term”. These instructions are to have priority over any other renewal letter, document or any other instrument you may have sent to me/us.
- b) To prepare and deliver a *Mortgage Discharge Statement For Transfer Purposes* as of:  
\_\_\_\_\_ to: Pro-Link Mortgages Inc.  
Attn: Mortgage Specialist  
**Fax: (306) 244-4742**

The above mentioned Mortgage Statement should reflect the outstanding principal balance and accrued interest as of the above date; the debit or credit tax account balance; the per diem rate of interest on such principal balance accruing from the above date; and any transfer fee, if applicable, together with the name of the mortgage insurer and reference number if applicable.

- c) to provide Pro-Link Mortgages Inc. and or its agent(s) with such other information and or documentation requested by it or its’ agent(s) from time to time with respect to the above referenced Mortgage.
- d) That upon receipt of funds to satisfy the above referenced mortgage in accordance with your Mortgage Discharge Statement for Transfer Purposes to execute a registerable Transfer of the said mortgage charge in lieu of a discharge. The transferee should read PRO-LINK MORTGAGES INC.
- e) To deliver the following documentation to: Pro-Link Mortgages Inc.  
1134 8<sup>th</sup> Street East  
Saskatoon, SK S7J 0H4

**SECTION**

- i) Plan of Survey
- ii) Release of your interest in the fire insurance policy
- iii) Transfer of your interest in the CMHC, GEMI insurance policy, if applicable
- iv) Copy of the respective undertaking to insure, if applicable
- v) Duplicate Registered Mortgage/Charge
- vi) Transfer of Mortgage in duplicate
- vii) Transfer of any other security documentation in your possession relating to this Mortgage/Charge

This Direction is made pursuant to the provisions of the applicable Mortgages Act, Land Titles Act and/or such other Provincial/Federal Legislation requiring you to prepare and deliver such Transfer of Mortgage to Pro-Link Mortgages as aforesaid.

\_\_\_\_\_  
Registered Owner

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Registered Owner/Non Owner Spouse