

**Paper Submission
Recommendation for Refund Request**

Name of Person		Company Claiming Refund <i>(Enter in Block Letters)</i>
Address of Person or Company Claiming Refund		
Email Address of Person or Company Claiming Refund		
LRO	Paper Submission Request Number(s) of Document(s) being Refunded	Submission Date(s) of Document(s) being Refunded
Reason for Request to Refund		
Authorization for Direction of Refund		
Signature of Account Representative		Date
Total Amount of Refund:		

Please submit completed form through OnLand.ca at: [LRO Services- Change/Correction Request](#), select Reason for Change, select Other, enter details of the request and attach this form.

Ministry Authorization <i>(To be completed by ServiceOntario staff)</i>	
Date:	
LRO#:	
LRO Staff Recommending Refund:	
Operations Specialist Name:	
Operations Specialist Signature:	
Manager Name:	
Managers Signature:	

Note for ServiceOntario staff: Refunds are applicable to submission fees only. For Land Transfer Tax refunds please refer client to the Ministry of Revenue.
Please email form and document to Teranet Inc. at contactus@onland.ca