



**ADDITIONAL INSTRUCTIONS FOR MORTGAGES/HYPOTHECS
(Quebec and New Brunswick only)**

For mortgages granted under the RBC Homeline Plan®, where funds will be used to finance a newly constructed property, or to finance renovations

If the Special Conditions of the Specific Instructions indicate that a holdback is required, conduct at the time of each advance, all searches that you consider necessary or appropriate to give the Mortgagee an opinion that the Mortgage constitutes, or continues to constitute, a first mortgage against the mortgaged lands to the extent of monies advanced. For the first advance, advise your client(s) to contact you. On advice from your client(s), submit your RBC Homeline Plan Request for Funds (Form 3958). Most documents mentioned in these instructions are available and may be downloaded from our legal documents Website.

We must obtain our own satisfactory inspection report before the advance can be made. You are to ensure that the appropriate holdback is maintained, as required in your jurisdiction.

The Builders' or Mechanics' Lien (legal hypothec in Quebec) holdback, in the amount specified by provincial statute, must be applied, as required. We have summarized as follows the holdbacks applicable in your province:

| | |
|---------------|------------|
| New Brunswick | 15% to 20% |
| Quebec | 15% |

For purchase transactions of a new construction, obtain a new home warranty certificate that complies with provincial legislation evidencing completion.

If the mortgage funds will be used to fund renovations, the Special Conditions section of the Specific Instructions will indicate the amount advanced for that purpose. You are to ensure that the holdback is maintained in respect of that amount.

Quebec only

The holdback amount may be released by you 30 days following the date of the final advance.

Any costs incurred or fees charged by you for maintaining or managing the holdback account are the responsibility of our mutual client.