



Juanita Mombourquette & Kevin Bauer June 2, 3, 6

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Agenda



Overview

- Yukon PPSA Changes
- ACOL PPRS

Hands-On Exercises

- Login and introduction
- PPR Client Information and Secured Party Numbers
- Registration
- Search
- Retrieve Reports
- ACOL Client Services

ACOL PPRS Support









Legislative and System Changes



- Legislation modernized to enable an electronic registry
 - Personal Property Security Registry (Electronic)
 Amendments Act
 - -New PPSA Regulations
- Online, electronic registry via ACOL PPRS
 - -No more paper forms
 - -ACOL PPRS client account required for access
- Important registration and search changes







- Registered mark and e-government initiative of Atlantic Provinces beginning 1996
- Bilingual electronic government services
 - Application development, hosting, security...
 - Customer support (Client Support Centre)
 - Access and revenue management (Business Financial Office)
- Stable, proven Personal Property Registry System (PPRS)
 - Based on NB system begun 1995
 - NS 1997
 - PE 1998
 - NB & NL 1999
 - NT & NU 2001
 - YT 2016



Yukon PPRS Pre-live Period



- Available from May 16 to Jun 24, 2016
- Get ready to work with Yukon PPRS
 - Login to PPRS
 - Reset your password (required for new users)
 - Complete required PPRS administration for Yukon
 - PPR Client Information (one record per account)
 - Secured Party Numbers

• Free (no charge) <u>test</u> transactions in Yukon

- New registrations
- Renewals, amendments, discharges, re-registrations
- Searches

<u>Be careful!</u> The other six registries are real!



Yukon PPSA Legislation



- Yukon PPSA Legislation will change, effective June 27, 2016.
- Deadline for receipt of paper forms under "old" legislation:
 3:00pm Pacific Time, Thursday, June 23
- Find links to legislation and more info here <u>http://www.community.gov.yk.ca/corp/ppr.html</u>





- Amends 17 of 71 sections of the PPSA, including:
- Section 1 definitions for: financing statement, registered, registry, registry access agreement, verification statement
- Part 4 (sections 40-52): "Personal property security registry"

-42.01 – Validity and invalidity of registration

- Section 67: "...may make regulations..."
- Section 69.02: "Transitional provisions respecting conversion to electronic registry"



PPSA 69.02 – transition to electronic registry



- Perfected interests remain effective
- For pre-transition registrations, test for perfection / validity is based on prior law (and the prior registry system)...
 - <u>but changes are under new law</u>, e.g. adding debtors, secured parties, collateral or other information
- Some pre-transition perfected interests will not be searchable by serial number
 - Boats and outboard motors are now serial numbered goods, but could previously be registered without serial numbers



PPSA Regulations



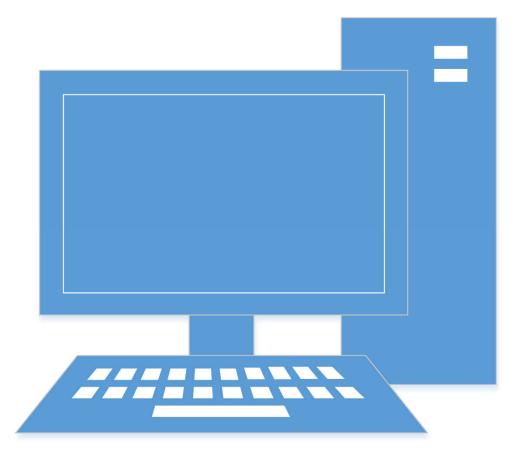
- New PPSA Regulation (OIC 2016/86)
 - Complete replacement of prior regulations
- Definitions
- Access (via registry access agreement)
- Secured party number
- Printed search result (Search Result Report)
- Registration requirements
- Registering interests in fixtures and crops

• Fees



Hands-On Exercises











- Login
- Change Password
- Main PPRS Menu



ACOL PPRS Main Menu



 Help | Technical Requirements | Privacy and Security | Contact Us | English v

 Personal Property Registry System
 Welcome B174783
 [Logout]

 Main Menu | Client Services | Retrieve Reports | Help About This Page | Logout
 Logout |

- New ACOL Terms and Conditions effective
- Functional Changes Coming Soon

Hours of Operation Change - Coming Soon

Yukon joins ACOL PPRS

Search

Serial Number Search Debtor (Enterprise) Name Search Debtor (Individual) Name Search Registration Number Search

PPRS Administration

View PPR Client Information Create PPR Client Information Update PPR Client Information List Secured Party Number Information View Secured Party Number Information Create New Secured Party Number Update Secured Party Number Information

Logout

PPRS-RT-001
Top
Help | Technical Requirements | Privacy and Security | Contact Us | English V

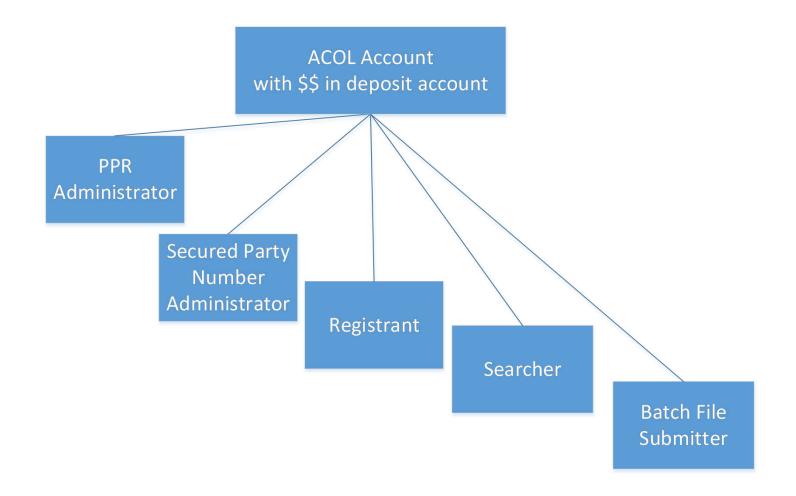




Registration

Enter a Registration Amend a Registration Renew a Registration Re-register a Registration Discharge a Registration Global Change of Registered Interest Submit a Batch File

ACOL User Types – PPR Functions

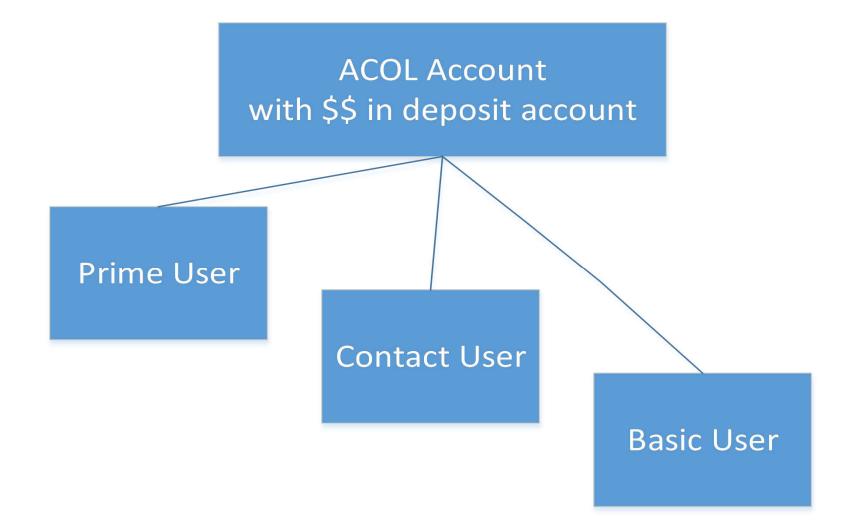




acol

ACOL User Types – Account Administration

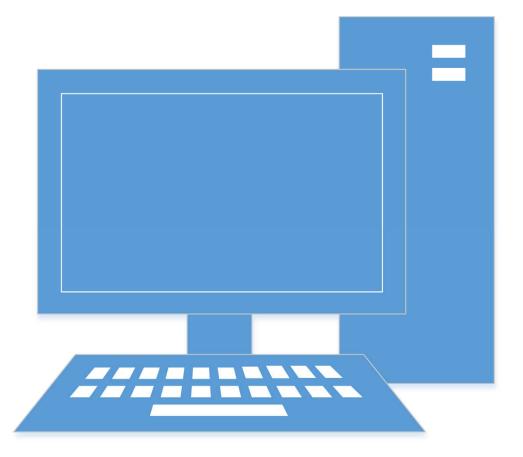






Exercise 1 - Login and Introduction







Exercise 2 - Set up PPR Client Information



- View PPR Client Information
- View Secured Party Number



View PPR Client Info



Personal Property Registry System	Welcome B174783 [<u>Logout</u>] dev
<u> Main Menu Client Services Retrieve Reports Help About This Page Logout</u>	UEV
PPRS Administration	
View PPR Client Information	
Province/Territory	Yukon
Secured Party Number	200001
Client Number	UA000414
Name	
Enterprise Name	Yukon PPR Client
Contact Last Name	
Contact First Name	
Contact Middle Name or Initial Phone	
Fax	
Contact Position	
Address	
Line 1	
Line 2	
Line 3	
Place Name	Beaver Creek
Province/Territory/State	YT
Country	Canada
Postal/Zip Code	
Email Address	
Email Address	
Send Notice to Secured Party report by Email	NO
When the 'Send Notice to Secured Party report by Email' option is select reports will be delivered to the email address entered. Note: Email add search result reports.	cted, Notice to Secured Party (NSP ress information is not included in
The NSP reports will also be available to the secured party administrate	ar via the 'Detrieve Departe' manu



List Secured Party Number Information

				Help	Technical Requirements Privacy and Security Contact Us	English 🔽
Personal Property Registry System				Welcome B174783 [Logout] devc	
Main M	tenu <u>Clien</u>	t Servi	ces Re	trieve Reports Help A	oout This Page Logout	1201203030
PPR	S Adm	inis	trati	on		
List	Secure	ed P	arty	Number Info	mation	
Provi	nce/Terr	itory	Yukon	``````````````````````````````````````		
Crea	te Secured	Party	# Vi	ew Secured Party #	Update Secured Party # Export List	
Activ	Secured e Party #	126-2	PPR Client	Name	Address	SP Admin
YES	200001	Ent	YES	Yukon PPR Client	Beaver Creek YT Canada	B174783
YES	200004	Ind	NO	Boubou, Yvon A	34 Cedar Street Whitehorse YT B0 p1r0 Canada	B174783

OK

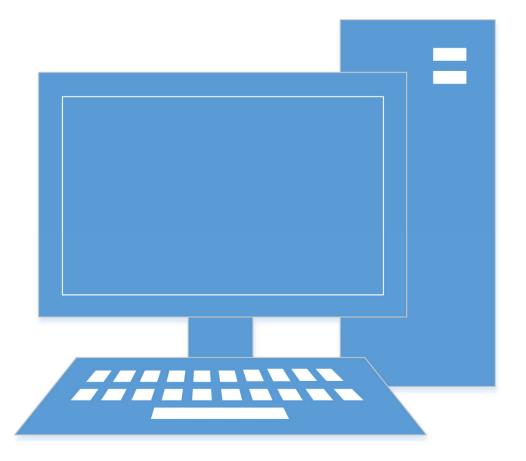
PPRS-ADMIN-204 Top Help | Technical Requirements | Privacy and Security | Contact Us | English V





Exercise 2 – Set up PPR Client Information







Exercise 3 - Enter a Registration



Individual Debtor Names

- With a Middle Name or Initial
- Without Middle Name or Initial
- Add duplicate
- Enterprise Debtor Name

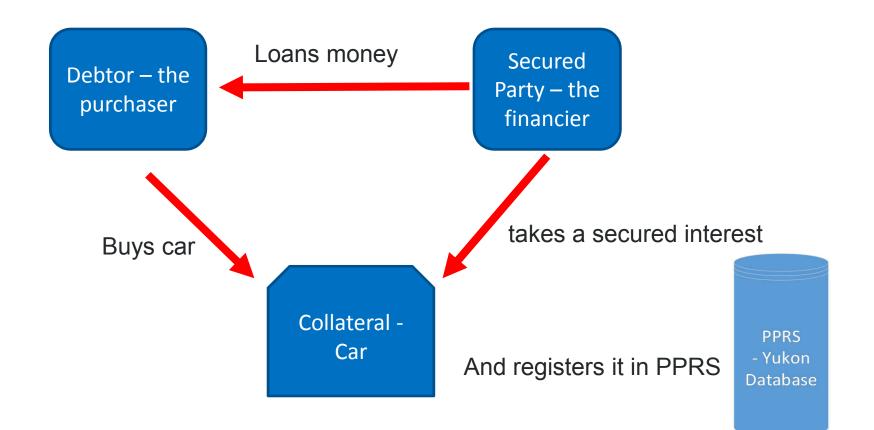
Secured Party

- Same as Registrant
- Secured Party Number
- Serial Numbered Collateral
- General Collateral
- Additional Information
- ** Save draft registration details **



PPRS – the Basics





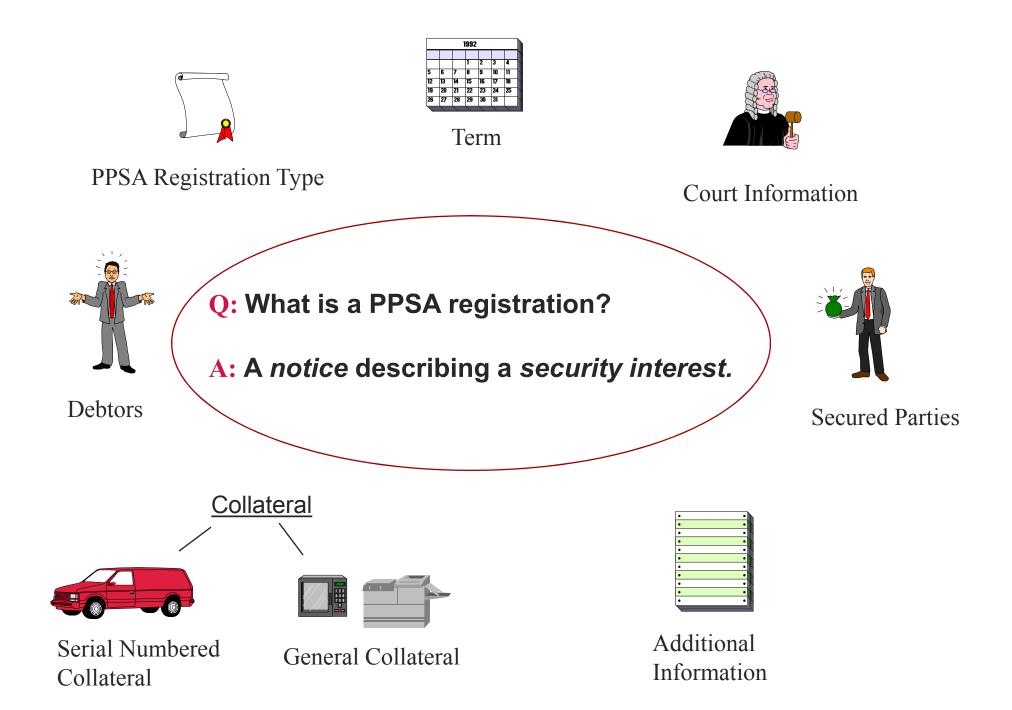


Yukon Registration Types



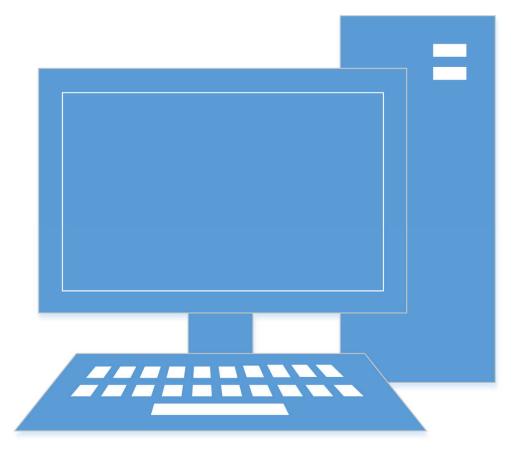
- PPSA Financing Statement
- Garage Keeper's Lien
- Maintenance Enforcement Act Order internal government use





Exercise 3 - Enter a Registration







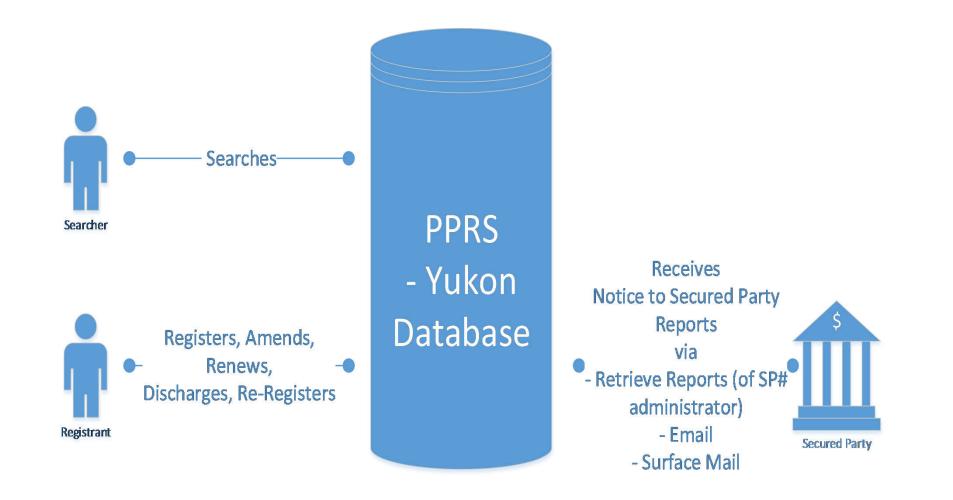


- Enter the Registration Number or any registration in the "registration family"
- Notice to Secured Party report
 - -NEW to Yukon
 - -Advises the secured parties of change to the registration



Use of the PPRS System







Notice To Secured Party Reports (NSPs)

- Email
- To the SP# Admin's Retrieve Reports
- Via surface mail





- If secured party listed in the registration
- has chosen to have NSP reports sent to an email address,
- the NSP will be sent to the email address provided.





- If a secured party listed in the registration
- was entered via the use of a secured party number
- or the 'Same as Registrant' facility,
- the NSP will be available to the secured party number administrator
- through the 'Retrieve Reports' function of the application.





- If a secured party listed in the registration was entered manually,
- and email delivery was not chosen,
- the NSP will be sent by surface mail
- to the name and address listed in the registration.



Sample report showing converted registration details 1



General Collateral Converted General Collateral and/or Proceeds Notice: This registration includes General Collateral and Proceeds entered prior to the registration being converted to ACOL PPRS effective 27 June 2016. For details, see the Converted Registration Details under the heading "Additional Information".								
In order to change converted General Collateral or Proceeds descriptions, amend this registration to add new General Collateral text. At the beginning of your new text, designate whether the amendment is revising, replacing or adding to the previously entered descriptions.								
Additional Information Special Information Notice: This registration includes Special Information indicators designated prior to the registration being converted to ACOL PPRS on 27 June 2016. For details, see the Converted Registration Details which follows within this "Additional Information" section.								
*** CONVERTED REGISTRATION DETAILS ***								
The following lists the registration activity and the registered financing statement information as of conversion to ACOL PPRS on 27 June 2016.								
Registration Number: 2014/01/30 54321 Type: PPSR Agreement Expires: 2019/01/30								
LIEN ACTIVITY								
2014/01/30 54321 Activity: 01 Basic Statement 5 Year(s) Client Ref: ACCOUNT ABC								
X ABC FINANCIAL COMPANY Y 123 SECOND AVENUE Z WHITEHORSE YT Y1A 1B5								
Signature 1: ABC FINANCIAL COMPANY Signature 2: JOHN DOE Accepted: Y								



Sample report showing converted registration details 2



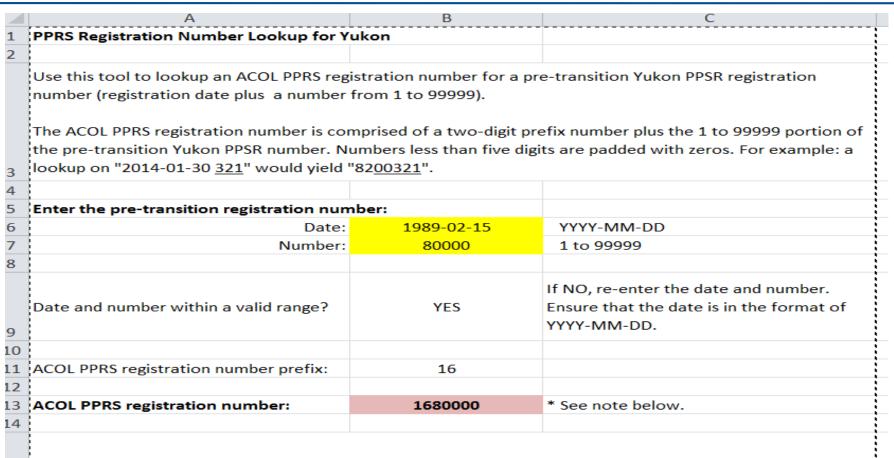
SECURED PARTIES

2014/01/30 54321 Page: 1 **B** ABC FINANCIAL COMPANY C 123 SECOND AVENUE D WHITEHORSE YT Y1A 1B5 DEBTORS 2014/01/30 54321 Page: 1 E Ind PUBLIC SARAH JANE F 987 MAIN STREET G WHITEHORSE YT Y1A 1B5 SPECIAL INFORMATION 2014/01/30 54321 Page: 1 K SECURITY INTEREST PROCEEDS COLLATERAL AND/OR PROCEEDS 2014/01/30 54321 Page: 1 INTANGIBLES, CHATTEL PAPER, ACCOUNTS, MONEY, P Q INSTRUMENTS ALL THE DEBTOR'S PRESENT AND AFTER ACQUIRED S PROPERTY EXCEPT INTANGIBLES, CHATTEL PAPER, Т 2014/01/30 54321 Page: 2 S ACCOUNTS, MONEY, INSTRUMENTS



*** END OF CONVERTED REGISTRATION DETAILS ***

Registration Number Lookup Tool

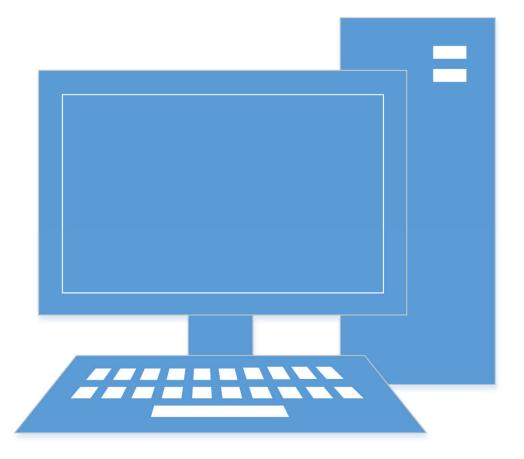


* Note: The ACOL PPRS registration number reported above may not correspond to an actual pre-transition
 Yukon registration. This tool calculates the registration number by determing the two-digit prefix for the pre-transition date and five-digit number provided. It is possible to specify a date and number that fall within a
 valid range but which were not ever assigned to a Yukon PPSR registration.



16







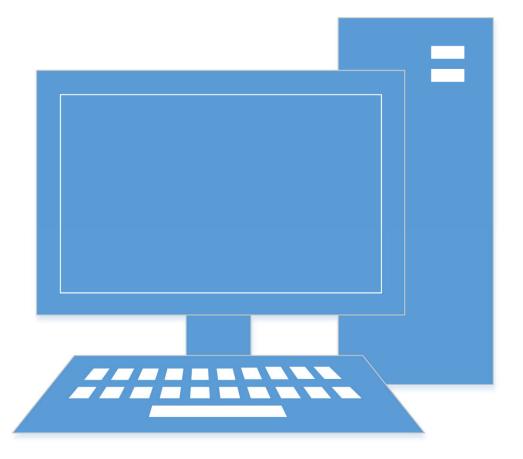
Exercise 5 - Serial Number Search



- Alphabetic and numeric characters only
 - Leave out hyphens and spaces
 - Enter "ABC 134-456" as "ABC123456"
- Do not enter the collateral type when searching
 - Search will return all matches regardless of collateral type
- Search matches visually similar letters and numbers
 - For example: L and I = 1, Z = 2, ...
- Last six characters are the most important
 - Yukon differs from the other ACOL PPRS jurisdictions where last <u>eight</u> characters are the most important
- Pre-transition registrations of boats and outboard motors are not searchable via serial number search









Exercise 6 - Individual Debtor Name Search



- Phonetic matching for close matches
- Search without middle name will not match a name with middle name
 - Criteria JOHN PUBLIC will not match JOHN QUINCY PUBLIC
- Search with middle name <u>will not match</u> a name without middle name
 - Criteria JOHN QUINCY PUBLIC will not match JOHN PUBLIC
- Extra close matching for <u>pre-transition names only</u>
 - Same match list as for pre-transition Yukon PPSR
 - Marked as "[YT]" in Search Result Reports
- Extra close matching applies <u>only</u> for Yukon



Match List



Column	Means
I	Marked for Inclusion
V	Registration Details have been Viewed
Μ	 Star Means Exact Match No Star Means Close Match [YT] Means Yukon match against pre- transition



Searching Help



• <u>http://novascotia.ca/sns/access/land/personal-property-registry/searching-the-personal-property-registry.asp</u>

NOVA SC	OTIA CANADA	Government of Nova Scotia novascotia.ca Français
	SS TIA	SEARCH Access Nova Scotia
Government of NS > Service N Personal Property Registry DRIVERS & VEHICLES	IS > Access NS > Maps, Land & Property > Personal Property Registry > S Searching the Personal Property Registry	earching the Text Size: <u>A+ A-</u> Quick Links
MAPS, LAND & PROPERTY > Land Registry > Property Online > Land Services & Information > Nova Scotia Civic Addressing	Clients who have been given access to the PPR to perform searches and registrations are responsible for knowing and accurate legal names for individuals and enterprises defined the Personal Property Security Act (PPSA) and PPSA General Regulations. Ability of the system to assist searchers by ret close matches for individual and enterprise names should in way be taken as excusing registrants or searchers from complying with the precise requirements of the PPSA and th General Regulations.	d by al Stolen or Wrecked vehicle Program Conduct a Lien Check Atlantic Canada Online



Individual Debtor Name Search Examples



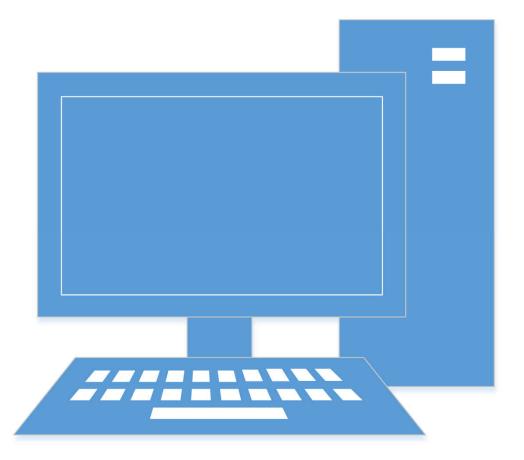
All sample names are in the format LAST, FIRST, MIDDLE

Sample Individual Name Search Criteria	Sample Registry individual names which would be a close match	Sample Registry individual names which would NOT be a close match
PUBLIC, JOHN	PUBLIC, JOHN	PUBLIC, JOHN, Q. PUBLIC, JOHN, QUINCY
PUBLIC, JOHN, QUINCY	PUBLIC, JOHN, Q. PUBLIC, JOHN, QUINCY	PUBLIC, JOHN
HANLON, JAMES, ARTHUR	HANLON, JAMES, A	HANLON, JAMES, ALBERT
O'BRIEN, MARGARET, A	OBRIEN, MARGARET, A	
LAST, JO ANNA, B	LAST, JO ANN, B LAST, JOANNA, B LAST, JOANNE, B	LAST, JO, ANN LAST, JOHANNA, B LAST, JO HANNA, B
LE BLANC, CARLA, L	LEBLANC, KARLA, L	



Exercise 6 - Individual Debtor Name Search







Exercise 7 – Enterprise Debtor Name Search



- Phonetic matching for close matches
- Keyword matching: all words in the search criteria must be found in the registered name except for corporate identifiers and common terms (a, an, the, le, la...)
 - Criteria BIG RED will match BIG RED DOG INC
 - Criteria BIG RED DOG INC will not match BIG DOG INC
- Punctuation (period, hyphen, slash, etc.) splits a word into two different words
 - Criteria BIG-RED will match BIG RED, but not BIGRED
- Extra close matching for <u>pre-transition names only</u>
 - When comparing criteria to pre-transition names only, search will use only the first 50 characters of the search criteria



Enterprise Debtor Name Search Examples (1)



Sample Enterprise Name Search Criteria	Sample Registry enterprise names which would be a close match	Sample Registry enterprise names which would NOT be a close match
Doucet Boulangerie Ltee	Doucet Boulangerie Ltee/Doucet Bakery Ltd.	Doucet Bakery Ltd
Fred J. Watts Hardware Ltd	Fred J. Watts Hardware (1977) Ltd	Watts Hardware <mark>(</mark> 1977) Ltd
D. A. Casey Mercury Sales Limited	D. A. Casey Ford and Mercury Sales Ltd	D. A. Casey Limited
Atlific Inc	Atlific Inns Inc Atlific (N.B.) Ltd	
Ace Leasing Ltd	Ace Leasing (Bathurst) Ltd	Aced Leasing Ltd
La Boutique Ltd	Les Boutiques Preppy Inc	
Landry and Landry (1975) Ltd		Landry and Landry (1984) Ltd Landry (1975) Ltd



Enterprise Debtor Name Search Examples (2)

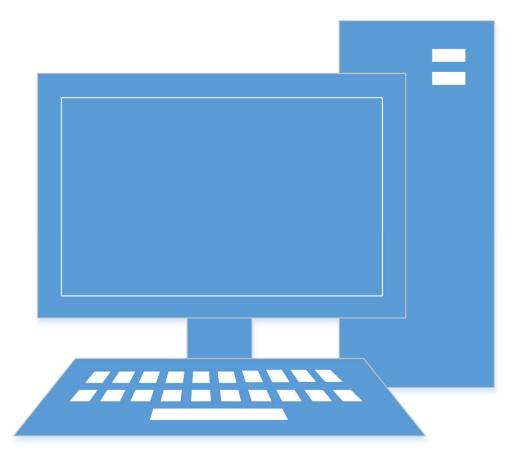


Sample Enterprise Name Search Criteria	Sample Registry enterprise names which would be a close match	Sample Registry enterprise names which would NOT be a close match
C. I. B. C. Inc.	C.I.B.C. Inc.	CIBC Inc.
J.D. Smith Ltd.	J. D. Smith Ltd. J D Smith Ltd	JD Smith Ltd.
JD Smith	JD Smith Ltd.	J. D. Smith Ltd. J D Smith Ltd



Exercise 7 – Enterprise Debtor Name Search







Exercise 8 - Registration Number Search



- Must use the ACOL PPRS seven-digit registration number
- No charge if the registration number is not found (i.e. no such registration exists)
- Details returned if registration
 - Active
 - Discharged less than 30 days
 - Expired less than 30 days
- <u>Will be charged</u> for a report that registration has been discharged or expired longer than 30 days



Registration Number Lookup Tool

	A	В	C
L	PPRS Registration Number Lookup for Yu	kon	
2			
		om 1 to 99999). prised of a two-digit nbers less than five o	pre-transition Yukon PPSR registration prefix number plus the 1 to 99999 portion of digits are padded with zeros. For example: a
3	100kup on 2014-01-30 <u>321</u> would yield a	200321.	
4			
5	Enter the pre-transition registration numb	er:	
5	Date:	1989-02-15	YYYY-MM-DD
7	Number:	80000	1 to 99999
3			
9	Date and number within a valid range?	YES	If NO, re-enter the date and number. Ensure that the date is in the format of YYYY-MM-DD.
0			
1	ACOL PPRS registration number prefix:	16	
2		1680000	* See note below.
2 3	ACOL PPRS registration number:	1000000	Jee hole below.

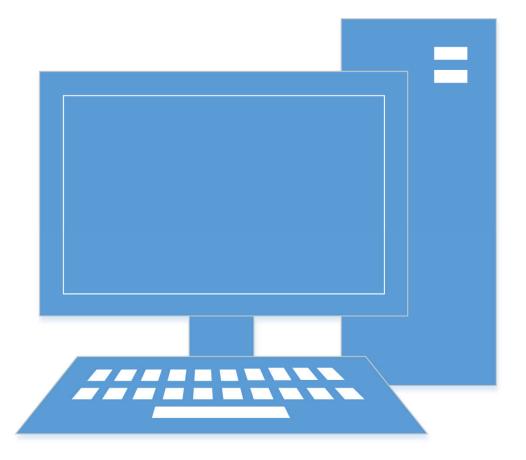
* Note: The ACOL PPRS registration number reported above may not correspond to an actual pre-transition Yukon registration. This tool calculates the registration number by determing the two-digit prefix for the pretransition date and five-digit number provided. It is possible to specify a date and number that fall within a 15 valid range but which were not ever assigned to a Yukon PPSR registration.



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Exercise 8 - Registration Number Search







Exercise 9 - Retrieve Reports

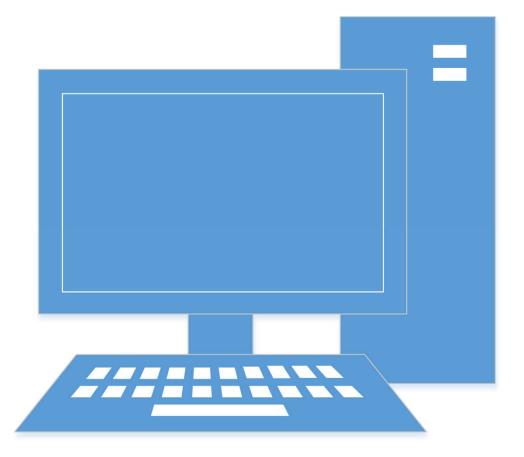


- View, print, or save (download) reports
- Filter by report type, date, etc.
- Report availability
 - -Search Result Reports = 7 days
 - -Verification Statements = 30 days
 - –Notice to Secured Party = 366 days



Exercise 9 - Retrieve Reports







Exercise 10 - ACOL Client Services



- User Information (including grant and revoke a user's access)
- Change Password
- Change Another User's Password
- Account Status
- Account Statement
- Electronic Cheque (EFT payment)





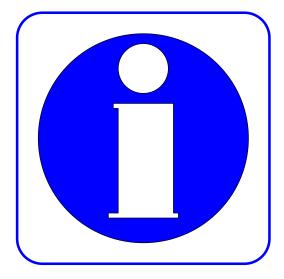






ACOL PPRS Support







ACOL Website





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ACOL DIAS PPRS Contact



Support Topics



Personal System (F	Property Registry PPRS)				FRANÇA
PRS ABOUT SIGN UP SUP Support Topics Operating Schedule	PORT CONTACT JURISDICT	IONS	×	BUYING A USED VEHICLE?	V
Basics New to PPRS? About PPRS pages will introduce you to the Personal Property Registry System (PPRS) and how it is used.	Suggestions Registration tips Ideas for entering PPRS registrations more easily and effectively.	Helpful Links <u>Manage My Account</u> Information and guides to help you manage your account, your users, and your use of PPRS.		Lien Check EXISTING USER? Log in to PPRS NOT FINDING WHAT YOU'RE LOOKING FOR?	
Basic registration requirements A short checklist of account, user and PPRS configuration steps to be completed before you register.	Search tips Ideas for searching the PPRS more easily and effectively.	Value-added Service Providers A list of businesses who provide assistance with registering or searching in the Personal Property Registry.			
Know your responsibilities Legislation. Security. Registry rulesLearn your responsibilities in order to protect your interests and to make effective use of the Personal Property Registry.		Website help Site map and other guides and links to help you navigate this site or find other sites of interest.			



Yukon Specific Information





- Being Ready for Yukon PPR Live
- Limited ACOL PPRS functions Yukon Pre-Live Limitations
- Hours of Operation Change on May 15, 2016
- PPRS Functional Changes on May 15, 2016
- New ACOL Terms and Conditions effective 6 May 2016
- Yukon joins ACOL PPRS



Sign Up!



Personal System (1	Property Registry PPRS)	FRA			
PPRS ABOUT SIGN UP SUP	PPORT CONTACT JURISDICTIONS	b 🗊 😈			
Client Account Application Description Instructions	Manage My Account	NC A USED CLE?			
Overview Step 1: Complete the ACOL Client	To sign up for an ACOL client account, you must complete, sign and send	Check			
Application	Step 1: Complete the Application Form	n to PPRS			
Step 2: Complete the ACOL Financial Agreement	Provide your name, contact information, the services that you want to access, and initial users. If required, you can add services or users later. NOT FINDING WHAT YOU'RE LOOKING FOR? Step 2: Complete the ACOL Financial Agreement Designate your payment preferences for your initial deposit (minimum \$100.00) plus subsequent payments. If applicable, it includes banking or credit card information. NOT FINDING WHAT YOU'RE LOOKING FOR?				
Step 3: Review the Terms and Conditions					
Step 4: Sign the completed application forms	Step 3: Review the Terms and Conditions Review the agreements' terms and conditions with Unisys Canada Inc. regarding responsible use of your ACOL account, plus terms and				
Step 5: Transmit the completed application forms	conditions with the provinces or territories regarding responsible use of the Personal Property Registries.				
Step 6: Receive your ACOL Welcome Package	Step 4: Sign the completed application forms Your authorized signatures indicate your agreement to all terms and conditions.				
	Step 5: Transmit the completed application forms				
	Send us the signed copies of application forms by fax, surface mail, or email.				
	Step 6: Receive your ACOL Welcome Package				
	After we review and approve your application, we create your new client account and user IDs. We then send you an ACOL Welcome Package that includes a welcome letter, signed copies of your agreements, your account number, and user IDs and passwords to access the system.				



ACOL Client Support Centre



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PPRS ABOUT SIGN L	P SUPPORT CON	TACT JURISDICTIONS		8		×	ÿ		3	V
	Toll-free telephone:	1-855-324-ACOL (2265)	Toll free from Cana	ada and	the US	SA.		JYING A		C
·	Fax:	1-902-422-1675					Lie	en Chec	:k	6
acol	Email:	webcomments@acol.ca					EX	USTING	USER?	
	Address:	350-7105 Chebucto Rd. Halifax, NS B3L 4W8					Lo	g in to I	PPRS	
							W	OT FINE HAT YO DOKING	U'RE	?

Client Support Centre

The Client Support Centre (CSC) is the single point of contact for ACOL customers, prospective clients and government information providers.

The CSC is available Monday to Friday, 7:30 a.m. to 9:00 p.m. (AST), not including holidays.

Some Specific Email Addresses

Questions? Comments? Need help with an ACOL service? Want to contact an ACOL team member? Call or send an e-mail to the CSC.

Suggestions? Enquiries about this web site? Send an e-mail to the web administrator.

Praise for or issues with an ACOL service? Contact Mike Rogers, ACOL Program Manager.





Thank You!

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