



# PPR LIBRARY SERVICE

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West Coast Title Search Ltd. is pleased to provide our PPR Library Service for the computer storage and retrieval of your commonly used general collateral descriptions.

Using our Personal Property Library will save you time and money. Have West Coast enter your common general collateral descriptions into our computer library at no cost using your designated file reference. In future, whenever you wish to use a particular general collateral description in a PPR registration, quote its reference number and we will insert it directly into your remote registration document. This service is completely confidential and your library entries are only accessed upon instruction from your firm.

West Coast's PPR Library Service will lower your remote registration costs. There is no initial input fee and a one page PPR document using a PPR Library description will only cost \$15.00 regardless of the number of lines of general collateral. This compares to a normal fee of \$15.00 plus \$1.00 per line after the first eight lines of general collateral.

This service will also save you considerable time in the preparation of your documents and eliminate typographical errors. For each general collateral description that you want on file, send us a copy of the description. Include an 8 character (maximum) file reference with each description. We will enter the general collateral description, send you a proofed copy of the library file for your approval and make any amendments that you request prior to finalizing each description. To use the PPR Library, just quote the file reference of the description in item 5 of your PPR statement. We will transfer the corresponding general collateral description into your computer registration.

Please call any of our knowledgeable PPR staff at 1.800.667.7767 from anywhere in North America or locally in Victoria at 405.6000 if you have any questions about this service. Otherwise, forward your common PPR general collateral descriptions and we will begin work on them immediately.

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