



# Mineral Titles Information Update

## No. 15 – BCeID Registration for Mineral Titles Clients

Revision Date: November 4, 2015

In order to conduct business on Mineral Titles Online (MTO), an individual, company, or partnership must have a Business BCeID *and* a Free Miner Certificate (FMC). **A Business BCeID is mandatory for access to MTO. Individuals registering for the Business BCeID will be required to have their identification verified at a point-of-service location.** During BCeID enrollment, clients will be able to select the nearest point-of-service office based on their postal code.

### ACQUIRING YOUR BUSINESS BCeID:

From the BCeID site (<http://www.bceid.ca/>) choose the **Services Available Online** link (located on the right); ensure that you are on the **Business BCeID** tab and scroll down the page to find the **Energy and Mines** section. Click on the **Mineral Titles Online (MTO)** hyperlink (the direct web link is <https://www.bceid.ca/directories/bluepages/details.aspx?serviceId=164>) and then click on the **Register to get this BCeID account** hyperlink to start your enrollment. When you get to the **Select your business type** page select one of the following:

- For a company, select BC Corporation or Extra-Provincially Registered Company, as applicable;
- For an individual, select Proprietorship;
- For a partnership, select General Partnership or Other whichever is applicable.

Individuals, who selected proprietorship, will need to visit a point-of-service location to have their identification verified. On rare occasions, some proprietorships who are officially registered may be able to complete their verification online. **Ensure that you bring 2 pieces of identification. Failure to bring correct identification will result in your identity verification not being completed.** Visit the point-of-service location you selected during the enrollment process or visit any other Mineral Titles, Service BC (Government Agent), or Front Counter BC office.

After your BCeID enrollment has been completed, you must go to [www.bceid.ca](http://www.bceid.ca) and logon to your account (there will be a white Logon button at the top right corner of the web page). You will be presented with a “Business Terms of Use Agreement” that must be accepted before you can start using your new BCeID account.

If you are a new MTO client, meaning you do not have an existing client number or have never held a free miner certificate (FMC) previously, you must apply for a FMC. You can apply for an FMC at the same time and location as when you are having your identity verification completed for a BCeID.

### HAVING YOUR BCeID ACTIVATED IN MINERAL TITLES ONLINE:

**Upon completion of the Business BCeID registration, the Mineral Titles Branch must authorize the user (connect FMC and BCeID) before clients will be able to logon to MTO.** For authorization, send an email to [Mineral.Titles@gov.bc.ca](mailto:Mineral.Titles@gov.bc.ca) or call 1-866-616-4999 (toll free in North America) or 604-660-2672 (outside North America) and leave a message. You must provide your client number (FMC) and your BCeID user ID (**not** the password) in your email or phone message.

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For more information on *Free Miner Certificates*, please review [Information Update No. 1](#).

For more information on *Renewing your Free Miner Certificate*, please review [Information Update No. 12](#)

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In the event of a discrepancy between this information and the provisions in the *Mineral Tenure Act* and Regulation, the provisions in the statute and regulations will apply.

Ministry of Energy and Mines  
Mineral Titles

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