# Title Search – Using the Map Viewer

#### Before you start:

- You will need to know the title number or client number you wish to search.
- Searches can be conducted as public (without logging on) or as a client logged on with your BCeID.

Note: These instructions are for the Common Web Mapping (CWM) map viewers.

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# **Getting Started**

# Step 1

Go to the Mineral Titles Online (MTO) webpage at https://www.mtonline.gov.bc.ca

# Step 2

Public search using the map viewer: Open a map viewer by clicking on the **Mineral Map**, **Placer map** or **Coal Map** depending on the type of tenure desired. Go to Step 4

If you wish to logon to MTO, follow steps outlined in the <u>Logon to MTO help guide</u>, then go to Step 3.

# Step 3

Select CWM **View Mineral / Placer / Coal Titles** from the left-hand menu.

The map of the tenure type selected will appear.



# Search by Title Number

#### Step 4

From the right-hand navigation screen select **Find Mineral/Placer/Coal Titles.** This number is 6 or 7 digits in length. Each title, whether mineral or placer, claim or lease, is assigned a unique title number.

MTO Titles and Cell Viewer	
Find Cell Click on this link to search for Cells.	
Find Mineral Titles Click on this link to search for existing Mineral titles.	
The Find/Search tool will search for both current and historic titles and highlight in yellow. To view all historic titles the user must turn on the Title (history) layer.	
Search Titles by Client Number Click on this link to highlight valid titles by the client number.	

As the instructions indicate, the Find/Search tool will search for both current and historic titles and highlight the title in yellow. You must turn on the Title (history) layer in order to view historic titles.

#### Step 8

Enter the Title Number into the field, click **OK**.

**Note:** The Mineral Map search will only find/search for mineral titles, the Placer Map will only find/search for placer titles and the Coal Map search will only find/search for coal titles.

If you enter a title number and the message returned is that it could not find the title, check to ensure you are on the correct map of the tenure type you are wishing to search.

#### Step 9

The map will zoom to the title selected and highlight in yellow outline.

# Step 10

Click **back** to return to the main map viewer window.

# Search by Client Number

#### Step 11

From the right-hand navigation screen select **Search Titles by Client Number.** Every client has a unique client number assigned as their Free Miner Certificate.

This function will identify all titles of the tenure type owned by the client number entered. The titles will highlight in a yellow outline.

#### **MTO Titles and Cell Viewer**

Find Cell Click on this link to search for Cells.

Find Mineral Titles Click on this link to search for existing Mineral titles.

The Find/Search tool will search for both current and historic titles and highlight in yellow. To view all historic titles the user must turn on the Title (history) layer.

Search Titles by Client Number Click on this link to highlight valid titles by the client number.

#### Step 12

Enter the Client Number into the field, click **OK.** 

**Note:** The Mineral Map client number search will only find the identified client with valid mineral titles, Placer Map client number search will only find the identified client with valid placer titles, and the Coal Map client number search will only find the identified client with valid coal titles.

#### Step 13

The map will zoom to the extent of all title(s) held by the identified client and highlight in yellow outline.

**Note**: if you change the background image to black from BC Roads, the yellow highlights will appear more prominent. Additionally, you may need to turn off some layers.