



Office of the Registrar-General: Land Titles Office – Births, Deaths and Marriages – General Registry – Ph: 8999 7223

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- Electronic Conveyancing National Law
- Model Participation Rules
- Model Operating Requirements
- Consultation Regulation Impact Statement

Assistance with Lodgement Process

There have been a number of suggestions that would assist in processing dealings. We would be grateful if you could take these on board:

- Ensure documents are signed.
- Erase all pencil marks before lodging.
- Amendments made to Lot numbers must have explanation on back confirming the person is authorised to make the change. In the case of a transfer, both buyer and seller representatives must sign.
- Make sure address for services is postal and includes postcodes.
- Please use lower and upper case on transfer documents as using all Capital Letters can cause errors in describing names such as McDonald or Van dan Burg.
- Pool Statutory Declarations, please make sure Real Estate Agents provide their address and qualifications ie. Licensed Real Estate Agent or Agents Representative for ... Real Estate. Amendments should not be made by settlement clerks.

Pool Fencing Statutory declarations by Chief Executive Officer (Housing) (CEOH)

Leigh Heavey from CEOH has advised that the CEOH will not sign a C4 Pool Fencing Statutory Declaration. This is outside of normal finance requirements due to the CEOH buying the property in share with the client and therefore being bound, as is the client, by the terms and conditions of the contract as a co-buyer once the contract is exchanged.



The Acting Registrar and Staff of the Registrar-General's Office would like to wish clients a MERRY XMAS & SEASONS GREETINGS. Apart from the designated public holidays normal Office hours will operate over the Xmas and new year period.

Acting Registrar-General

It is with sadness that we farewell Peter Shoyer who has been the Registrar-General for over 5 1/2 years. Peter will be taking up the position of the new Ombudsman for the Northern Territory.

Jim Laouris has been temporarily appointed as Registrar-General, Registrar of Birth, Deaths & Marriages and Acting Public Trustee until further notice.

Registrar-General's Consultative Committee

The Consultative Committee met on the 14 November 2012.

Issues discussed were:

- National Electronic Conveyancing update
- Unit Title Schemes Act update
- Training Sessions
- Registrar-General's Directions (witness requirements)
- Paper Titles
- Operational Issues

Copies of the minutes are available on request. Please contact Wendy Endenburg on 8999 5318 for details.

Training Sessions

The Land Titles Office will be conducting training sessions in the new year on the procedures necessary to be able to conduct lodgements. Interested parties should contact Nicholas McGrath on 8999 7415. If anyone has any other training requirements please let us know.

Electronic Conveyancing

Several publications have been released via the ARNECC web page to allow widespread consultations and comment.

Visit: www.arnecc.gov.au/publications