

Notice

To Lodging Parties

18 November 2005

No 146

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1. Plans for Leasing Purposes

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Further to the Notice to Lodging Parties No. 143, plans for leasing purposes are to be lodged as Filed Plans (FP) from **1 January 2006**. This change will result in a number of benefits, which include the replacement of a number of manual processes, faster allocation of plan numbers to clients, tracking of plans on ARIES (Automated Registration Indexing and Enquiry System) and the ability to lodge lease plans through the 'Drop and Go' process at the Plan Lodgement Counter situated on Level 1, 101 Grenfell Street, Adelaide.

The following will apply from 1 January 2006:

- Lease Plans can only be lodged as Filed Plans
- Amendments to deposited Lease Plans will require the lodgement of a new Filed Plan
- The deposit fee for Lease Plans will be in line with that of Filed Plans. The examination fee is to remain the same for the current lease plan examination fee
- The "CERTIFICATE OF TITLE BEING LEASED" panel can refer to a plan attached to a document only if it has been previously included in a registered document
- New leases and extension of leases can refer to existing General Registry Office (GRO) Lease Plans
- Existing GRO Lease Plans are unaffected



- Other types of plans can still be lodged in the GRO
- A Filed Plan for lease purposes is to be a single purpose plan and cannot be used for other purposes
- Lease plans should be filed prior to lodging the lease

The Manual of Survey Practice Volume 1 (Plan Presentation Guidelines) will be updated in January 2006, however Guidance Notes are now available at the Plan Lodgement Counter (Level 1, 101 Grenfell Street, Adelaide) or via the LSG Internet site www.landservices.sa.gov.au/5Publications/2Publications-Industry-Professional/

If you require further information on the above, contact the Plans Client Advice Officer on 8226 3952.

Original signed

John Zaccaria
DEPUTY REGISTRAR—GENERAL