

NOTICE TO LODGING PARTIES

LAND SERVICES GROUP

Colonel Light Centre
25 Pirie Street ADELAIDE 5000

No.105

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1. REAL PROPERTY (WITNESSING AND LAND GRANTS) AMENDMENT ACT 1995

Further to Notice to Lodging Parties No.104 the Real Property (Witnessing and Land Grants) Amendment Act 1995 will commence operation on the 1st July, 1995.

Instruments executed on or after the 1st July, no matter where they are executed, must comply with the new provisions.

As indicated previously, clients will be given ample time to use existing supplies of forms until new forms are redesigned and published in the Government Gazette. However, in using the existing forms clients must ensure that the execution of instruments on and after 1st July complies in full with the new requirements, i.e. the execution will need to be modified to meet those requirements.

2. OPENING HOURS

To provide an improved service to clients all public areas of the Land Services Group will be open for business from 9.00am to 5.00pm as from the 3rd July 1995.

3. EXAMINATION OF DOCUMENTS PRIOR TO LODGEMENT

The Client Advice Section is experiencing an increase in requests for the examination of documents prior to lodgement.

The role of this section is to provide advice on Lands Titles Office practice and procedures pertaining to the registration system. It does not include the examination or identification of required documentation.

As you may have noticed it is difficult to make contact with this Section, particularly by telephone. Please try to minimise the use of this service by using all available information prior to making your enquiry. Priority will always be given to clients who make appointments for personal interviews. Please help us to help you.

4. NO FEES FOR AN APPLICATION TO NOTE CHANGE OF ADDRESS

Commencing on the 1st July 1995 no fees will be chargeable for an Application to Note Change of Address.

There are obvious benefits to be realised from having a title with a current address and this initiative is seen as an incentive to encourage clients to update certificates of title.

5. ERROR REDUCTION STRATEGY

The Land Services Group Strategic Plan identifies the improved integrity of data as one of its strategic priorities. The initial action is to establish an error reporting and monitoring process. Accordingly your assistance is sought in collecting this information.

Any enquiries relating to:-

- the delivery of documents, titles and any associated documentation must be made to the Delivery Counter situated on the first floor C.L.C.
- incorrect or omitted data relating to registration matters, TATS conversion, LOTS, easements, land description, diagrams etc. are to be directed to the Client Advice Section situated on the second floor C.L.C.

Thank you for your co-operation.

6. DELIVERY DETAILS

Please ensure that delivery details are noted on all relevant documents, particularly those requesting new titles. In the absence of instructions, new titles will be delivered to the lodging party.

7. **RETURN OF CANCELLED DUPLICATE CERTIFICATES OF TITLE**

Please ensure that your clients are advised that imperial and metric titles will be replaced by a computerised (TATS) title when a dealing is lodged in the Office.

If they wish to retain the cancelled duplicate manual title then this must be requested at lodgement and be accompanied by a \$10.00 fee (see Notice to Lodging Parties No. 101). If no request is made at lodgement, the cancelled duplicate certificate of title will be destroyed in accordance with Office policy.



ALAN J. SHARMAN
REGISTRAR-GENERAL
29 June, 1995