

Dear Colleagues,

As you are aware, Land Services SA has announced that the Room utilised for Property Settlements is to close from COB 20/3/20. We appreciate with such short notice this has left the industry in a difficult position with respect to manual settlements that continue to be completed regardless of the unique circumstances.

In Conjunction with the Land Registry, South Australian AIC and other stakeholders, the agreed protocol will be to attend the premises of the **Discharging Mortgagee or Vendor if the property is unencumbered.**

As of Monday 23/3/20 SAI Global will be conducting its settlements (as per the above protocol) at Level 5, 50 Pirie St, Adelaide.

The premises which are presently vacant, have been kindly volunteered by SAI Global' s current Landlord, and will serve as a replacement Settlement venue. As part of this arrangement we request that you pre-organise your and documents so that you are **'ready to settle' before you enter the Settlement room.** This will optimise efficiency and minimise the time spent in the room.

Please note that there will be limited facilities in the room such as no Wi-fi available.

Building management has also requested that **the bathrooms are NOT to be utilised** as their cleaners at present are stretched with the additional frequency of cleaning buildings due to current circumstances. We seek that you respect the premises and our Landlords generosity to ensure that this arrangement can see this industry through such a challenging time.

We respectfully request that behaviours remain professional and that you abide by the sanitation guidelines as issued by the Government and Health authorities. For your reference <https://www.health.gov.au/>

To ensure we are all taking the best measures and minimising risk to all, SAI will now book settlements at prescribed time slots. This will allow us to manage the number of people in the settlement room at any given point in time. We seek that you work with us and in the event, we ask you to amend your preferred timeslot to one that allows us to comply with Health guidelines, that you are willing and accepting of our direction. Please note the process for booking in matters has not changed and all contact numbers remain the same.

Our State Manager and her Team Leader will be present in the room to offer assistance and gather feedback, in the meantime we will endeavour to update the Industry should changes occur.

Please kindly distributed this to your members.

Kind regards
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