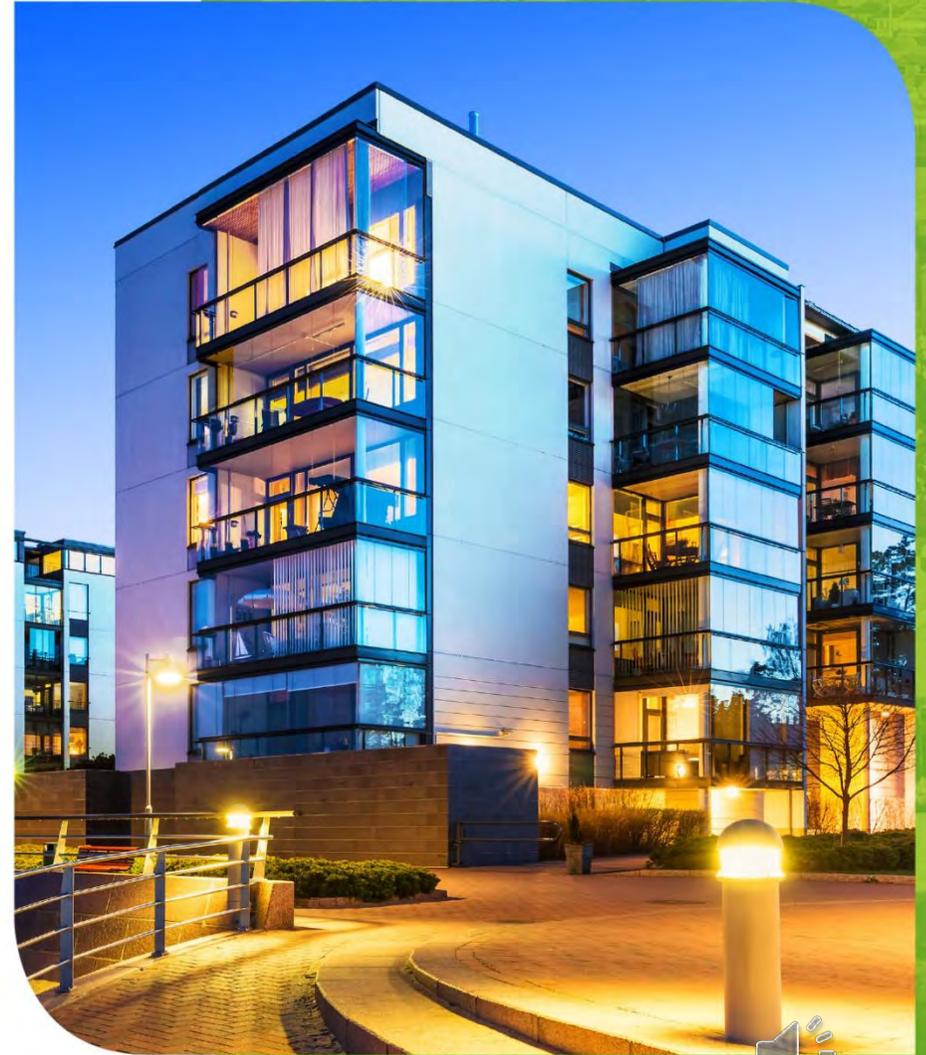




Industry Education Webinar:

SAILIS:  
Account Maintenance &  
Common Products





# About our Land Services SA Team

This Industry Education Webinar was prepared by LSSA's Subject Matter Experts. Our staff have years of experience and are well respected in the Industry.

**Skye Gill** is Records Management Lead within Land Services SA. She has a passion for history and archiving and enjoys helping others carry out historical searches through SAILIS.



**Amanda West** is the Customer Experience Lead at Land Services SA. She is dedicated to improving the quality of service and client interaction to enhance the overall customer experience.



# CONTENTS

- Updating and managing your SAILIS account
- Multi-Factor Authentication (MFA)
- Invoicing and Billing
- PIR and Form1 products
- 72 Hour Re-order
- Name Searches



# ▶ Updating and Managing your SAILIS Account

- ▶ **Updating organisation address**
- ▶ **Creating, deactivating and updating User IDs**





# Updating SAILIS account

Designated Administrators have been assigned with the functionality to update the SAILIS account details.

- ▶ Go to My SAILIS > Update Organization details
- ▶ Scroll down and click on Edit.
- ▶ You can update the following
  - ▶ Primary contact
  - ▶ Primary email address
  - ▶ Address

**My SAILIS** ▶ **Lodgements** ▶

**Update User Details**

**Update Organisation Details**

**Edit Organisation**

Last updated by NonProdDataUpdate on 19 August 2025 10:29 AM

Organisation ID	600708
ABN	
Organisation Name	LAND SERVICES SA - TEST PROD ACCOUNT
Trading As	LSSA - TEST PROD ACCOUNT
Agency Abbreviated Name	
Account Number	LSG600708
Organisation Type	Non-Government
Industry Type	Other
Fee Exemptions	Not Exempt
* Primary Contact	Stephanie Cooper
* Email	TestOrganisation@landservices.c
* Daytime Phone	8423 5094
Fax	
* Address Type	Other Address
Address	
Address Line 1	101 GRENFELL STREET
Address Line 2	ADELAIDE SA
Address Line 3	
Address Line 4	
Country	

Preferred Delivery Email

**Edit**



# Creating New User IDs

Designated Administrators have been assigned with the functionality to create User IDs.

- ▶ Untick Active Users Only
- ▶ Scroll down the list of Users IDs
- ▶ Check to see if an email address is currently assigned to a User ID
- ▶ Check to see if a User ID is already created and if it needs to be unlocked or reactivated

101 GRENFELL STREET ADELAIDE SA

**Preferred Delivery** Email

**Date Created** 19/02/2019

**Lodge Priority**

**Notice**

**Active Users Only**

**Fee exempt for Point**

**Data products**

Status	Admin	Property Edge Role
ACTIVATED	No	Property Edge - Premiur
DEACTIVATED	No	Property Edge - Premiur
DEACTIVATED	No	
LOCKED	No	





# Creating New User IDs

Designated Administrators can create User IDs.

- ▶ Click on Create, at the bottom of the webpage.
- ▶ Enter all required details.
- ▶ Use a mix of first and last name for user ID.
- ▶ Click Save, then click on Activate.
- ▶ New user receives an SAILIS activation email.
- ▶ The temporary password MUST be reset on the first login.

SKINNT	Trudi Skinn	TestUser@landservices.com.au
STAVROU	anastasia stavrou	TestUser@landservices.com.au
turnbullr	Rob Turnbull	TestUser@landservices.com.au
Westa	Amanda West	amanda.west@landservices.com
WILLIAMSBR	Brenton Williams	TestUser@landservices.com.au
WILSONJ	John Wilson	TestUser@landservices.com.au

**Create**

**Create User**

**Personal Details**

Title

\* Given Name

\* Family Name

\* User ID  ⓘ

\* Phone  ⓘ

\* Email  ⓘ

\* Branch

\* Location

\* Billing Type

\* Session Timeout

**Challenge Q&A**

\* Challenge Question  ⓘ

\* Challenge Answer  ⓘ



# Deactivating/reactivating User IDs

Designated Administrators can deactivate and reactivate User IDs.

- ▶ User IDs cannot be permanently deleted; they can only Deactivated
- ▶ To manage a User ID, scroll to the bottom of the page and select the User ID
- ▶ If access is no longer required, deactivate the User ID.
- ▶ Deactivated OR Locked User IDs can be reactivated when needed.
- ▶ These actions are performed by nominated administrators who manage the account.

<b>Session Timeout</b>	3 hours	
<b>Status</b>	ACTIVATED	
<input type="button" value="Edit User"/>	<input type="button" value="Generate Password"/>	<input type="button" value="Deactivate"/>

<b>Session Timeout</b>	3 hours
<b>Status</b>	DEACTIVATED
<input type="button" value="Edit User"/>	<input type="button" value="Activate"/>

<b>Session Timeout</b>	3 hours
<b>Status</b>	LOCKED
<input type="button" value="Edit User"/>	<input type="button" value="Activate"/>





## When to email Customer Support

---

If you require to have a User ID assigned with Admin role

If an email address needs to be changed

To have your Authentication Method (MFA) reset, this request must come from an administrator



# ▶ Multi-Factor Authentication (MFA)

- ▶ **Updating MFA within SAILIS**
- ▶ **MFA Reset Requirements**





# Multi-Factor Authentication (MFA)

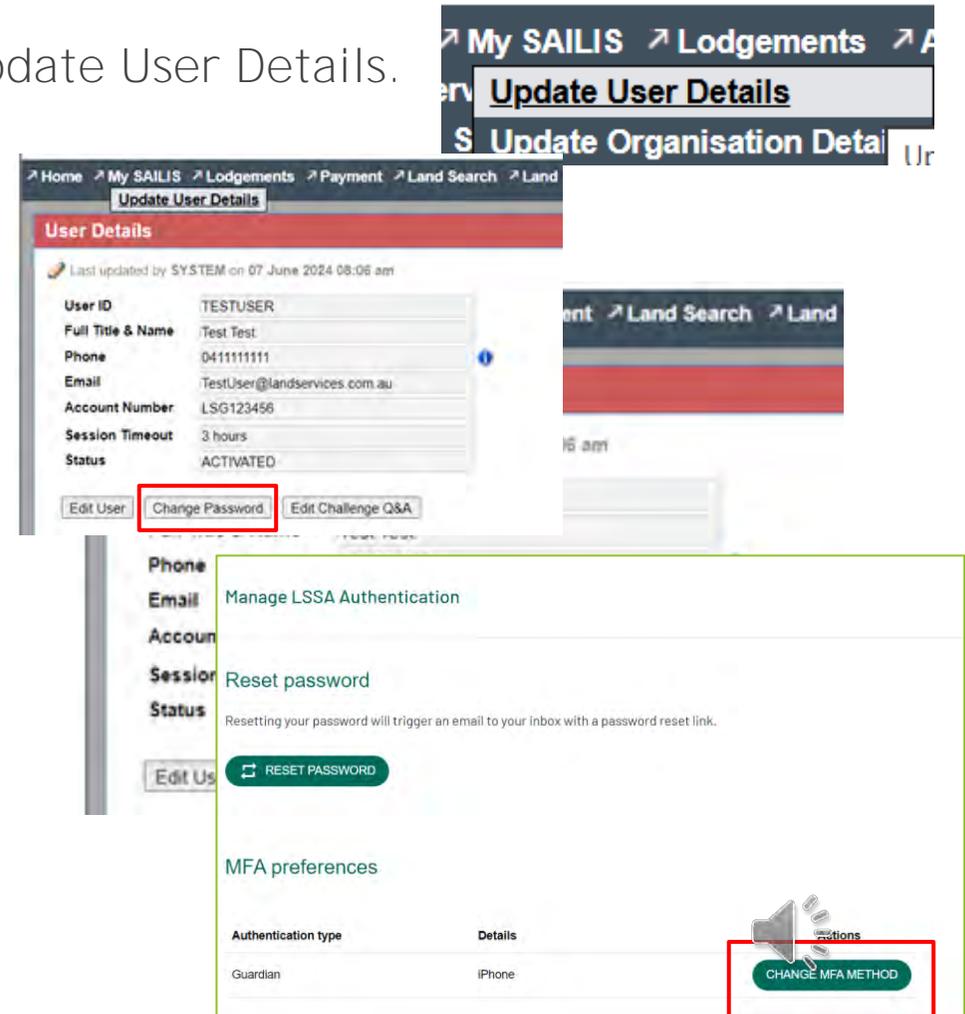
▶ Log in to SAILIS and go to My SAILIS > Update User Details.

▶ On the Manage My User Details screen, choose Change Password.

- This opens a window where you can manage your login details, including MFA.

▶ Select Change MFA Method.

▶ Confirm that you want to delete your current MFA method before setting up a new one.





# Multi-Factor Authentication (MFA)

---

- ✓ Authentication App
- ✓ Security Key
- ✓ SMS Code

SMS is the least recommended method

MFA is linked to your email address  
- Not to your mobile device.





# Multi-Factor Authentication (MFA)

---

What to do if you cannot access your 6-digit code

Liaise with one of your SAILIS account administrators as they will need to request the authentication method reset

Administrator not available OR You are the only administrator?

Written request must be sent by the Company Owner, Manager or Director.





# Multi-Factor Authentication (MFA)

What to do if you have access to multiple SAILIS accounts

The screenshot shows the SAILIS login interface. At the top left is the SAILIS logo. At the top right is the LAND SERVICES SA logo. Below the logo is a navigation bar with links: Home, Land Search, Property Research Report, Image Search, Dealing Search, and General Search. A red banner reads "Select a user to login". Below this, the text "Select a role:" is followed by two user selection options, each in a red-bordered box:

- Amanda West ( LAND SERVICES SA )**  
 Account: westbau
- Amanda West ( Land Services Group )**  
 Account: amwest

At the bottom left is a "Login" button.

This block shows a close-up of the user selection options and the navigation bar. The user selection options are the same as in the previous screenshot, with "Amanda West ( LAND SERVICES SA )" and "Amanda West ( Land Services Group )" highlighted in red boxes. Below these is the navigation bar with "Switch Account" and "Log Out" links, both highlighted in red boxes. A question mark icon is visible in the bottom right corner of the navigation bar.





# Multi-Factor Authentication (MFA)

No more than 1 User ID with the same email address.

**“Generate password”** button will no longer work.

Things to Consider!

Password will need to be reset every 90 days

MFA 6-digit codes are unable to be sent to email



# ▶ Invoicing and Billing

- ▶ **Where to obtain a copy of invoices and receipts**
- ▶ **How to pay invoices through SAILIS**





# Invoicing

Where can I obtain a copy of the invoices?

**SAILIS -bau**

Logged on: *Skye Gill*  
Available Credit Land Services Group Account: \$3,000.00  
Available Credit Land Services SA Account: \$2,976.50

Home My SAILIS Lodgements Account Management Payment Land Search Land Servi

Invoice Search  
Transaction Search  
Product Transaction History Report

**Invoice Enquiry**

Invoice Type: All Products  
Invoice Date From: [ ] Invoice Date To: [ ]  
Organisation: LAND SERVICES SA - TEST PROD ACCOUNT  
Receipt No: [ ]  
Invoice ID: [ ]  
Reference: [ ]  
Unpaid Only:   
Invoice Status: [ ]

Search

- ▶ SAILIS Account Administrators can view their account balance in the top left corner
- ▶ Payment menu > Invoice Search
- ▶ Select an Invoice Type and click on Search
- ▶ To view past invoices that have been paid untick Unpaid Only





# Invoicing

- ▶ You may have 2 credit lines associated with your account.
  - ❖ LSG Products - Govt Regulated Products; GST Exempt
  - ❖ LSSA Products - GST inclusive
- ▶ Available credit is not interchangeable between accounts
- ▶ LSG Invoices (P####) can be paid through SAILIS using credit card
- ▶ LSSA Invoices (U####) can be paid by EFT only.
- ▶ Invoices must be paid in full; part payments cannot be processed

LSG Products Account Balance		Land Services SA Products Account Balance						
<b>LSG Products Account Status</b> Active <a href="#">Edit Account Details</a>		<b>Land Services SA Products Account Status</b> Active <a href="#">Edit Account Details</a>						
<b>Current Balance</b>	\$0.00	<b>Current Balance</b>	\$23.50					
<b>Available Credit</b>	\$3,000.00	<b>Available Credit</b>	\$2,976.50					
<b>Last Updated</b>	15/07/2025	<b>Last Updated</b>	15/09/2025					
<b>Payment Options:</b> EFT or Payment Card		<b>Payment Options:</b> EFT only						
Payments made by card may take up to 10 minutes to appear on the system, you may need to refresh this screen to see the updated balance details.								
Invoices - Displaying 1 to 2								
Invoice ID	Invoice Period	Invoice Date	Amount	Receipt Number	Status	Date Paid	Account	
<a href="#">U7750</a>	01/08/2024 - 31/08/2024	31/08/2024	\$5.50		Debt Recovery		LSSA Products	<a href="#">Details</a>
<a href="#">U10378</a>	01/09/2025 - 30/09/2025	30/09/2025	\$18.00		Invoiced		LSSA Products	<a href="#">Details</a>



# Request an Invoice

Current balance nearly exceeding the limit

- ▶ no need to wait for the end of the month invoice.
- ▶ Click on *Request Invoice*

**Land Services SA Products Account Balance**

<b>Land Services SA Products Account Status</b>	Active	<a href="#">Edit Account Details</a>
<b>Current Balance</b>	\$161.50	<b>Available Credit</b> \$2,838.50
<b>Last Updated</b>	14/11/2025	

**Payment Options:**  
EFT only

To request a new invoice for any outstanding transactions occurred since the last invoice displayed, please click the Request Invoice button below.

[Request Invoice](#) 





# Product Transaction Search

## Seeking a list of all the transactions

\*\* Administrator Users Only \*\*

- ▶ Click on Payment > Product Transaction History Report



- ▶ Date Processed From
- ▶ User Name
- ▶ Product Name
- ▶ Invoice ID
- ▶ Report Format in Excel

### AM019 Product Transaction History

Provides a detailed list of products ordered by an organisation; delivered on screen as an excel spreadsheet.

#### Report Criteria

* Date Processed From	01/11/2025
Date Processed To	24/11/2025
* User Name	Support (Robert Tomers) CWESTLAND (Anastasia Stavrou) davisonj (Jolin Davison) EDDYC (Catherine Eddy) garlickl (Lucretia Garlick) gillbau (skye gill) KELLYK01 (Kasia Kelly) KOLBJ (Jessica Kolb) Markb01 (Mark Burns) MITCHELLC (Curtis Mitchell) MORISH (Harry Morrissy) niddal (Niddal eL-CHEIKH) SHanson (Sally Hanson)
Transaction ID	
Order ID	
Customer Reference	
* Product Name	All Products Agent Code API Service Fee T1 Land Services Property Watch - Bulk
Invoice ID	
* Organisation Name	LAND SERVICES SA - TEST PROD ACCOUNT
Account Number	
* Product Type	All Product Types DPL Lodgement LSG Products LSSA Products
Format	
* Report Format	EXCEL

# ▶ PIR and Form1 Products

- ▶ **What is the difference?**
- ▶ **What is a related title?**
- ▶ **How to confirm your order**





# PIR and Form1

## Same Data delivered in two different formats

**Property Interest Report**  
Provided by Land Services SA on behalf of the South Australian Government

**Title Reference** CT 3555/55 **Reference No.** 1234567  
**Registered Proprietors** JOHN CITIZEN **Prepared** 01/07/2021  
**Address of Property** 1 FIRST STREET, ADELAIDE, SA 5000  
**Local Gov. Authority** CITY OF ADELAIDE  
**Local Gov. Address** 1 FIRST STREET, ADELAIDE, SA 5000

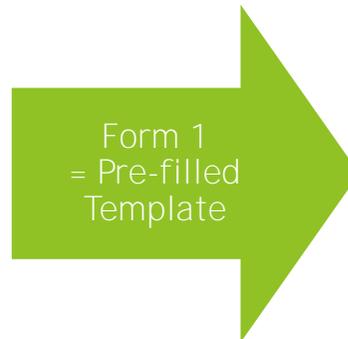
This report provides information that may be used to complete a Form 1 as prescribed in the *Land and Business (Sale and Conveyancing) Act 1994*

**Table of Particulars**

Particulars of mortgages, charges and prescribed encumbrances affecting the land as identified in Division 1 of the Schedule to Form 1 as described in the Regulations to the *Land and Business (Sale and Conveyancing) Act 1994*

**All enquiries relating to the Regulations or the Form 1 please contact Consumer & Business Services between 8:30 am and 5:00 pm on 131 882 or via their website [www.cba.sa.gov.au](http://www.cba.sa.gov.au)**

Prescribed encumbrance	Particulars (Particulars in bold indicates further information will be provided)
<b>1. General</b>	
1.1 Mortgage of land	Refer to the Certificate of Title
<i>(Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.)</i>	
1.2 Easement (whether over the land or annexed to the land)	Refer to the Certificate of Title
<i>Note: "Easement" includes rights of way and party wall rights.</i>	
<i>(Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.)</i>	
1.3 Restrictive covenant	Refer to the Certificate of Title for details of any restrictive covenants as an encumbrance
<i>(Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.)</i>	
1.4 Lease, agreement for lease, tenancy agreement or licence (The information does not include information about any sublease or subtenancy. That information may be sought by the purchaser from the lessee or tenant or sublessee or subtenant.)	Refer to the Certificate of Title also Contact the vendor for these details
<i>(Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.)</i>	
1.5 Caveat	Refer to the Certificate of Title
1.6 Lien or notice of a lien	Refer to the Certificate of Title
<b>2. Aboriginal Heritage Act 1998</b>	
2.1 section 9 - Registration in central archives of an Aboriginal site or object	Aboriginal Heritage Branch in Aboriginal Affairs and Reconciliation Division in DPC has no registered entries for Aboriginal sites or objects affecting this site
2.2 section 24 - Directions prohibiting or restricting access to, or activities on, a site or	Aboriginal Heritage Branch in Aboriginal Affairs and Reconciliation Division in DPC has no record of any direction affecting this site



**Form 1 - Vendor's statement**  
(Section 7 Land and Business (Sale and Conveyancing) Act 1994)

**Contents**

Preliminary

Part A - Parties and land

Part B - Purchaser's cooling-off rights and proceeding with the purchase

Part C - Statement with respect to required particulars

Part D - Certificate with respect to prescribed inquiries by registered agent

Schedule

**Preliminary**

**To the purchaser:**

The purpose of a statement under section 7 of the *Land and Business (Sale and Conveyancing) Act 1994* is to put you on notice of certain particulars concerning the land to be acquired.

If you intend to carry out building work on the land, change the use of the land or divide the land, you should make further inquiries to determine whether this will be permitted. For example, building work may not be permitted on land not connected to a sewerage system or common drainage scheme if the land is near a watercourse, dam, bore or the River Murray and Lakes.

The *Aboriginal Heritage Act 1998* protects any Aboriginal site or object on the land. Details of any such site or object may be sought from the "traditional owners" as defined in that Act.

If you desire additional information, it is up to you to make further inquiries as appropriate.

**Instructions to the vendor for completing this statement:**

means the Part, Division, particulars or item may not be applicable.

If it is applicable, ensure the box is ticked and complete the Part, Division, particulars or item.

If it is not applicable, ensure the box is empty or strike out the Part, Division, particulars or item. Alternatively, the Part, Division, particulars or item may be omitted, but not in the case of an item or heading in the table of particulars in Division 1 of the Schedule that is required by the instructions at the head of that table to be retained as part of this statement.

• means strike out or omit the option that is not applicable.

All questions must be answered with a YES or NO (inserted in the place indicated by a rectangle or square brackets below or to the side of the question).

If there is insufficient space to provide any particulars required, continue on attachments.





# PIR and Form1

## Certificates & Government Interests.

- Delivered Electronically when registered with EPIC and RevenueSA Online
- If not delivered in 4 Working days, reach out to RevenueSA
- If there is an Interest over the property, further details are provided by the relevant government agency within 8 working days.

**RevenueSA CERTIFICATE OF EMERGENCY SERVICES LEVY PAYABLE**  
The Emergency Services Levy acting for all South Australians

DATE OF ISSUE: 14/07/2025

ENQUIRES: [Redacted]

OWNERSHIP NUMBER: [Redacted] OWNERSHIP NAME: [Redacted]

PROPERTY DESCRIPTION: [Redacted]

ASSESSMENT NUMBER: [Redacted] TITLE REF.: [Redacted] CAPITAL VALUE: \$800,000.00

LEVY DETAILS:  
FINANCIAL YEAR: 2025-2026  
FIXED CHARGE: [Redacted]  
VARIABLE CHARGE: [Redacted]  
REMSSION: [Redacted]  
CONCESSION: [Redacted]  
ARREARS / PAYME: [Redacted]  
AMOUNT PAYABLE: [Redacted]

EXPIRY DATE: 09/10/2025

**RevenueSA CERTIFICATE OF LAND TAX PAYABLE**

DATE OF ISSUE: 14/07/2025

ENQUIRES: [Redacted]

OWNERSHIP NUMBER: [Redacted] OWNERSHIP NAME: [Redacted]

PROPERTY DESCRIPTION: [Redacted]

ASSESSMENT NUMBER: [Redacted] TITLE REF.: [Redacted]

DETAILS OF THE LAND TAX PAYABLE FOR THE ABOVE:  
CURRENT TAX: \$ 350.00  
DEDUCTIONS: \$ 0.00  
ARREARS: \$ 2,233.52  
PAYMENTS: \$ 0.00  
AMOUNT PAYABLE: \$ 2,488.52

EXPIRY DATE: 09/10/2025

**SA Water**  
South Australian Water Corporation  
77 Grenfell Street, Adelaide SA 5000  
Telephone enquiries: 1300 650 950  
www.sa-water.com.au/wsc  
For more info: (08) 9504 1343

Account Number: 02 00418 11 \* L.T.O Reference: CT357869 Date of issue: 6/11/2007 14:56 Agent No.: 2 Record No.: 898406  
PROPERTY SERVICES: QPD BOX 1354 ADELAIDE SA 5001 LTO Number: NIL Section 7/Conf

**Certificate of Water and Sewer Charges & Encumbrance Information**

Property details  
Customer: BUILDING MANAGEMENT ACCOMMODATION SERVICES (DTE)  
Location: 190-200 VICTORIA RD ADELAIDE PT 1 L 3  
Description: OFFICES Capital Value: \$33 000 000  
Rating: Commercial

Particular charges  
Rising in current years to 31/12/2007

Charge	Amount	Arises as at:	Balance outstanding
Arises as at: 30.6.2007	\$ 0.00		
Water available: JUL 77	78.70		
Sewer available: JUL 91	25606.00		
Water rates	0.00		
Parasitic concession	4659.40		
Water use	0.00		
Parasitic concession	73.90		
Save the River Murray Levy	164.00		
Service rent	0.00		
Other charges	0.00		
Goods and Services Tax	30382.00CR		
Amount paid	0.00		
<b>Balance outstanding</b>	<b>0.00</b>		

Degree of concession: [Redacted] Date granted: [Redacted] Date terminated: [Redacted]

Recovery action taken: FULLY PAID

Next quarterly charges: Water supply 39.35 Sewer 12903.00 BR: 9.1.2008  
Save the River Murray Levy 39.35

A non-standard pricing schedule State does exempt supply for water apply for this account. Commercial rating to apply quarter following date of sale. This Account is billed four times yearly for water use charges. The last water use year ended on 26/06/2007. A total SERVICE RENT charge of \$174.46 (preliminal) recalculated to the end of the current financial year is not included on the above statement. This property is currently exempt from the Save the River Murray Levy. The sale of the property may attract this exemption and the levy may apply or alter following settlement. This property is currently subject to an encumbrance see at: 05/11/2007. Details attached.

7402 7488 7506 Government of South Australia





# PIR and Form1 - Related titles

### Order Confirmation - Property Interest Report

Unit 1-13, 179 MAGILL ROAD, MAYLANDS, SA 5069

160180050\* - Site & Capital Value  
D521 Allotment 4  
D521 Allotment 5

<input type="checkbox"/>	SA Water Special Meter Reading	Provides current information about the water use and current pricing.
<input checked="" type="checkbox"/>	Historical Search	Provides a list of dealings that have been lodged over a Certificate of Title or Crown Volume greater than 5000.

**Property Selection**

Please order from the titles below.

	Title Reference	Parcels for Title
<input type="checkbox"/>	CT 5481/387	D521 Allotment 4
<input type="checkbox"/>	CT 5481/388	D521 Allotment 5

The cost of this product for a single title is \$366.00. **Related Titles are an additional \$55.50 per Title**

**Delivery Instructions**

Other agencies might need to respond regarding this product. Please specify delivery and contact details below:

\* Name

\* Phone

\* Email Address

\* Address Type

Customer Reference  ⓘ

Order Total \$0.00

Inclusive of GST \$0.00





## PIR and Form1 - Related Titles

- ▶ Related Titles: When ordering PIR/Form1, linked titles may appear automatically if connected by a common valuation record.

Select	CT 5481/387	CURRENT	D521 AL4	Unit 1-13, 179 MAGILL ROAD, MAYLANDS, SA 5069	160180050*
Select	CT 5481/388	CURRENT	D521 AL5	Unit 1-13, 179 MAGILL ROAD, MAYLANDS, SA 5069	160180050*



- ▶ If they do not appear as an option for purchase, they are not 'Related' in this context and will need to be purchased as a separate PIR/Form1.

Select	CT 5941/923	CURRENT	D68010 AL18	3 KIMVU COURT, MUNNO PARA WEST, SA 5115	2904513924
Select	CT 5979/727	CURRENT	D72894 AL13	23 KIMVU COURT, MUNNO PARA WEST, SA 5115	2904534901





# Confirming Your Order

Correct Valuation  
Number?

Correct Street  
Address?

**Order Confirmation - Property Interest Report**

Unit 1-13, 179 MAGILL ROAD, MAYLANDS, SA 5069 → 160180050\* - Site & Capital Value  
D521 Allotment 4  
D521 Allotment 5

<input type="checkbox"/>	<b>SA Water Special Meter Reading</b>	Provides current information about the water use and current pricing.	<a href="#">[View Example]</a>	\$15.40
<input checked="" type="checkbox"/>	<b>Historical Search</b>	Provides a list of dealings that have been lodged over a Certificate of Title or Crown Lease, with a Volume greater than 5000.	<a href="#">[View Example]</a>	\$0.00

**Property Selection**

Please order from the titles below.

	Title Reference	Parcels for Title
<input type="checkbox"/>	CT 5481/387	D521 Allotment 4
<input type="checkbox"/>	CT 5481/388	D521 Allotment 5

The cost of this product for a single title is \$366.00. Related Titles are an additional \$55.50 per Title

**Delivery Instructions**

Other agencies might need to respond regarding this product. Please specify delivery and contact details below:

\* Name   
\* Phone   
\* Email Address   
\* Address Type

Customer Reference  ⓘ

Order Total \$0.00  
Inclusive of GST \$0.00

Correct CT Volume/Folio?

Correct Plan/Allotment  
Number?



## ▶ 72 Hour Refresh

- ▶ Have you ever forgotten to download the product or the report?
- ▶ Do you need an updated (refreshed) copy?





## 72 Hour Reorder

---

### Forgot to download?

Within 72-hour re-order window: Users linked to the account can re-order the same product at no extra cost, the user will not see the order confirmation page

Exception: SA Water products.

AFTER 72 hours: For PIR and Form1 a Refresh fee will apply within 90 calendar days of the original purchase.



## ▶ Name Searches

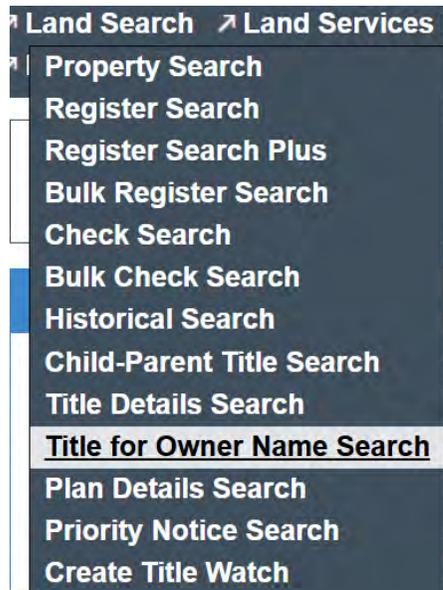
- ▶ **What is the difference between a Title for Owner Name Search and a Benefitting Name Search?**





# Title for Owner Name Search

Obtain a list of all properties currently owned by an individual, company or association



- ▶ Select Land Search > Title for Owner Name Search
- ▶ Type in the name or organisation that you seeking
- ▶ Wildcard searching (e.g. \* or %) can be conducted with a minimum of 3 letters. For example: Van\* could be used when searching for Vanderlay

**Title for Owner Name Search**

\* Family / Organisation Name  ⓘ

Given Name  ⓘ

ACN

**Search Results 1 to 10 of 405**





# Title for Owner Name Search

Obtain a list of all properties currently owned by an individual, company or association

Title for Owner Name					
Searched Owner		JOHN SMITH			
<a href="#">Download as a CSV</a> <a href="#">Download as a PDF</a>					
Ownerships					
Ownership Number	Number of Owners	Title Reference	Status	Estate Type	Property Location
03649024	2	<a href="#">CT 6290/784</a>	CURRENT	Fee Simple	54 SUSSEX STREET, NORTH ADELAIDE, SA 5006
03649171	2	<a href="#">CT 5593/183</a>	CURRENT	Fee Simple	6 TEAK AVENUE, ST AGNES, SA 5097
05576228	5	<a href="#">CT 5786/286</a>	CURRENT	Fee Simple	Lot 14C REID ROAD, STEPHENSTON, SA 5433

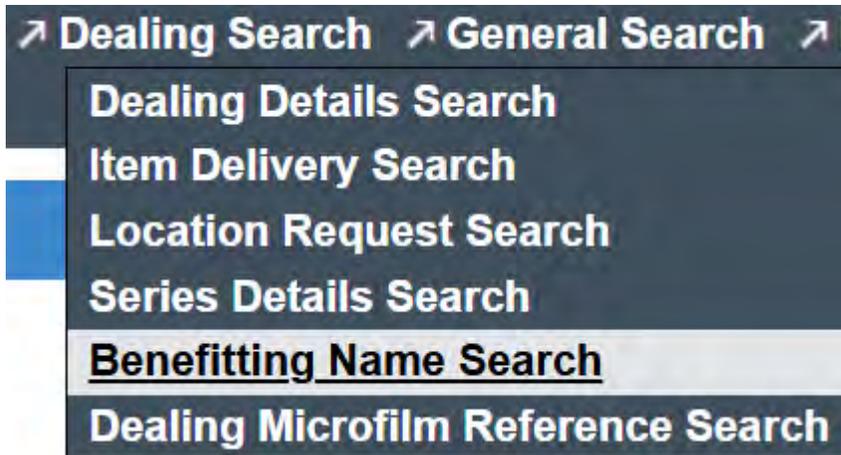
- ▶ You can download results in Excel or PDF format for easy review.
- ▶ Some names may return multiple property addresses
- ▶ The system cannot confirm if all properties belong to the same person (e.g. John Smith)
- ▶ User Ownership Number and Number of Owners fields for additional context





# Benefitting Name Search

Provides a list of dealings associated with a benefiting name from 1985 to present.



- ▶ A Benefitting Name Search is found in the Dealing Search drop down menu
- ▶ Check if a Power of Attorney has been lodged by searching the party names
- ▶ Identify property previously owned by an individual, company or association
- ▶ Identify dealings including but not limited to mortgages, leases and encumbrances agreements





# Summary of Key Points

## Invoicing and Billing

Request and view SAILIS invoices online

## PIR and Form1s

Same information, one is raw data the other is a prefilled template

## Multi-factor Authentication

Reset your own method of authentication

## 72 Hour Refresh

SAILIS account holders can reorder with no additional costs

## SAILIS Account Management

Designated administrators can manage User ID's

## Name Searching

Benefitting Name Search for a PA lodgement



# Industry Education Hub



**LAND SERVICES SA**  **SAILIS** Access Land & Property Information

[For Individuals](#) [For Professionals](#) [Land Registration](#) [Land Division](#) [Products & Services](#) [About Us](#)

### For Professionals Overview

[View All](#)

### Education & Support

- [Industry Education Hub](#)
- [Processing Times](#)
- [Compliance Program](#)
- [Forms & Guidance Notes](#)

### Products & Tools

- [SAILIS Access & Support](#)
- [Premium Consulting](#)
- [Fast Track](#)
- [Property Edge](#)
- [LTO Fee Calculator](#)
- [Property Transfer Fee Calculator](#)

### Engagement

- [Engagement Overview](#)
- [Excellence in Conveyancing Awards](#)
- [Survey Industry Events](#)
- [Sign up to our newsletter](#)
- [Customer Information Bulletins](#)
- [Notice to Lodging Parties](#)

## On this page

- Industry Education Series
- Webinar Recordings
- eConveyancing
- Digital Plan Lodgement
- SAILIS Video Tutorials

## Featured Resources

[Full list of Webinar Topics for 2025](#) (227 KB)



For Professionals

# Live Q&A Session





## Q&A Session

Who is authorised to request an MFA reset?

- Nominated Account administrators, Manager, Director or Owner. Due to the structure of Local Councils, in addition to nominated administrators, requests from a Primary contact will also be accepted, we recommend having multiple administrators to reduce the instance of them not being available

Do I need to wait until the end of the month to receive an invoice and how do I request an invoice?

- No. You can request an invoice at any time if your credit limit is close to being maxed out. Invoices paid in SAILIS by credit/debit card are paid immediately while EFT payments can take a few days to register in the system
- We have an *"Invoicing and Payments"* [SAILIS Video Tutorial](#) available on the Industry Education Hub that will walk you through the process of manually generating an invoice when you need it.

What if I haven't received information regarding Government Interest from an agency within eight business days?

- You should contact the relevant agency directly to follow up on the outstanding information as Land Services SA facilitates the ordering process, but the individual government agencies are responsible for providing and responding to interest details.