



# Caveat CHECKLIST

|                 |  |        |  |
|-----------------|--|--------|--|
| Name(s):        |  |        |  |
| Postal Address: |  |        |  |
| Phone Number:   |  | Email: |  |

Before lodging a Caveat, please ensure you complete the following checklist and include with your lodgement:

Application form is fully completed, with correct wording, in blue or black ink.  
Refer to *Caveat Guidance Notes* for assistance

Application form has the certifications completed

Registration Fee of **\$187.00** cash, EFTPOS, cheque or money order payable to  
Land Services SA.

**Verification of Identity (VOI)** requirements met, including certified copies of ID.  
Refer to the *Verification of identity for self-represented parties fact sheet* (see Table 1)

**Self-Represented Party – Authorised Person Certification form** to be completed by an  
authorised person. (E.g. Justice of the Peace)  
Refer to the *Verification of identity for self-represented parties fact sheet* (see Table 3)   
<https://www.landservices.com.au/businesses-and-property-industry-professionals/registrar-general/statutory-instruments/verification-of-authority>

**Note:** Dealings cannot be accepted for lodgement if the VOI requirements are not met.  
Office hours are between 9am-5pm  
A Confirmation of Registration Notice will be provided when the document has been registered.

*Land Services SA strongly advises all people to seek the assistance of a registered conveyancer or solicitor when dealing with any estate and interest in land.*

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