

ACT GOVERNMENT
Land Titles (Unit Titles) Act 2001
Community Titles Act 2001
Registrar-General's Office



ACTS

Form 061

Lodging Party

Box Number

APPLICATION TO REGISTER
A COMMUNITY TITLE SCHEME

PRIVACY COLLECTION STATEMENT (PRIVACY ACT 1988 (C'WLTH)) OVERLEAF

The developer applies for registration of the annexed Community Title Scheme affecting the land in item 1.

1. LAND

Vol:Fol	District/Division	Section	Block	Unit	Units Plan No

2. FULL NAME AND ADDRESS OF DEVELOPER

Full Name (Surname Last)	Address
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3. DOCUMENTS ATTACHED

Master Plan

- Ministerial Consent
- Site Plan
- Sketch of Expected Appearance
- Theme Description

Management Statement

Schedule of Lot Entitlements

By Laws

4. EXECUTION

Signed by the developer	Full name of witness
Signature of developer	Signed in my presence
	Signature of witness

5. DATE

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6. OFFICE USE ONLY

Lodged by		Certificates Lodged	
Data Entered by		Attachments Lodged	
Examined by		Certificate of Title Lodged	
Registered by		Registration Date	

PRIVACY STATEMENT

S.43 of the *Land Titles Act 1925 (LTA)* authorises the Registrar-General to collect the information required by this form for the establishment and maintenance of the Land Titles Register. S.65-67 LTA requires that the Register be made available to any person for search, upon payment of a fee. The information is regularly provided to various ACT Government agencies, including the ACT Department of Urban Services, ACT Planning and Land Authority (ACTPLA), ACT Treasury, Canberra Connect and ActewAGL for conveyancing, municipal account, administrative, statistical and valuation purposes. ACTPLA and agencies within the ACT Department of Urban Services may also use the information supplied to prepare and sell property sales reports to commercial organisations concerned with the development, sale or marketing of land.

SCHEDULE OF NOTES

1. This form is to be used for the application to register a Community Title Scheme.
2. Documents must be typed, or completed in black ink or biro.
3. Alterations to information entered on the form should be made by crossing out (not erasing or obliterating by painting over) and should be initialled by the parties.
4. If there is insufficient space in any panel use the space above the panel, or an annexure sheet.
5. Volume and Folio references must be given. .
6. Provide the full name and address of the developer.
7. Ensure the appropriate documents are attached to the application (ministerial consent, site plan, sketch of expected appearance, management statement, schedule of lot entitlements and any by laws).
8. Execution by
 - **A Natural Person** – Should be witnessed by an adult person who is not a party to the document.
 - **Attorney** – if this document is executed by an Attorney pursuant to a registered power of attorney, it must set out the full name of the attorney and the form of execution must indicate the source of his/her authority eg. "AB by his/her attorney XY pursuant to Power of Attorney ACT Registration No..... of which he/she has no notice of revocation".
 - **Corporation** – Section 127 of the *Corporations Act* provides that a company may now validly execute a document with or without using a Common Seal if the document is signed by:
 - a. Two directors of the company;
 - b. A director and a secretary of the company; or
 - c. Where the company is a proprietary company and has a sole director who is also the sole company secretary, that director.

The following forms of execution are suggested –

With A Common Seal

The Common Seal of ABC Pty Ltd/Ltd ACN.....

was affixed in the presence of-

.....(signature)

.....(director/secretary)*

(*repeat if necessary ie if two directors signing. If signing as sole director and sole secretary, state 'director/secretary')

Without A Common Seal

Signed by.....Pty Ltd/Ltd ACN.....

.....(signature)

.....(director/secretary)*

(*repeat if necessary (ie if two directors signing. If signing as sole director and sole secretary, state 'director/secretary')

NB The normal witnessing provisions in the *Land Titles Act 1925* do not apply to execution by a corporation as above, but do apply to execution by the attorney of a corporation.