

ACT GOVERNMENT
Land Titles Act 1925
Land Titles (Unit Titles) Act 2003
Registrar-General's Office



CA
Form 039

**NOTICE OF CHANGE OF ADDRESS
 FOR SERVICE OF DOCUMENTS**

Lodging Party

 Box Number

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

The proprietor/s of the Units Plan described below gives notice that the address for service of documents has been changed.

1. LAND

Vol:Fol (Common Property)	District/Division	Section	Block	Unit	Instrument No/ Associated Dealing No

2. PREVIOUS ADDRESS

3. NEW ADDRESS

4. DATE

5. EXECUTION

Signed by the applicant/s

Signature of applicant/s

Full name of witness

Signed in my presence

Signature of witness

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 application should be used to change the address of the Owners Corporation against the common property.
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 an annexure sheet.
5. Volume and Folio references must be given.
6. Provide the previous address of the Owners Corporation.
7. Provide the new address of the Owners Corporation.
8. Execution by the Owners Corporation or the Manager of the Owners Corporation.