

**ACT GOVERNMENT**  
*Land Titles Act 1925*  
*Duties Act 1999*  
 Registrar-General's Office



Duty Only

<b>T</b> Form 052 Direction
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Lodging Party
Box Number

## TRANSFER BY DIRECTION

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

A transfer by a registered proprietor, by direction of another party having an unregistered interest in the land will be registered by the Registrar-General's office. It is important that the complete chain of sales be disclosed in the transfer. Intermediate parties need not sign the transfer.

**1. LAND**

Vol:Fol	District/Division	Section	Block	Unit	Instrument No/ Associated Dealing No

**2. TRANSFEROR/S SELLER**

Full Name (Surname Last)	Estate or Interest Transferred
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**3. TRANSFEREE/S BUYER**

Full Name (Surname Last)	Full Postal Address (after transfer)
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**4. FORM OF TENANCY** (delete whichever is not applicable)

Joint Tenants / Tenants in Common in the following shares
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**5. CONSIDERATION**

**In consideration of \$            paid to** (insert the name of the transferor) **by** (insert the name of the directing party) **the directing party.**

**Please provide evidence of contract and/or agreement of direction as an attachment to this document.**

**6. DEVELOPMENT STATUS** (Tick the appropriate box or strike out if mortgage or sublease)

Land Only	<input type="checkbox"/>	Incomplete Building	<input type="checkbox"/>	Building Completed	<input type="checkbox"/>
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**7. EXECUTION**

Signed by the Transferor/s
Signature of the transferor/s

Full Name of witness
Signed in my presence
Signature of witness

Signed by the transferee or transferee's solicitor
Signature of transferee or transferee's solicitor

Full name of witness
Signed in my presence
Signature of witness

**8. DATE**

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**9. RESTRICTIVE COVENANTS** (Delete if NOT applicable)

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**10. AGREEMENT / CONTRACT FOR SALE DATE**

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**11. SETTLEMENT DATE**

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**12. DATE**

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 only for a transfer by direction by the registered proprietor. Transfer means a passing of any estate or interest in land under the *Land Titles Act 1925* whether for valuable consideration or otherwise.
  2. A transfer is required to be marked by ACT Revenue.
  3. The transfer must be accompanied by the certificate of title or proof of production of the title and the transfer must be executed by the registered proprietor.
  4. Documents must be typed or completed preferably in black ink or biro.
  5. 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.
  6. If there is insufficient space in any panel use an annexure sheet.
  7. Volume and Folio references must be given. Insert unit number if the land is land under the *Land Titles (Unit Titles) Act 1970*. Please complete all required references as appropriate.
  8. Provide full names of the transferor who is undertaking the transfer, including the estate or interest transferred.
  9. Provide full names of the transferee, including their postal address.
  10. Provide the form of tenancy (joint tenants or tenants in common)
  11. Provide the consideration (sale price, deed, court order or love and affection).
  12. Provide details of the development status of the property.
  13. 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.
- 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.