

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

- This form is to be used only for the purposes of production. The party producing the document should complete a production form, one for each document, listing all parcels affected by the production.
- Documents must be typed, or completed, in black ink or biro.
- 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.
- If there is insufficient space in any panel use an annexure sheet.
- Volume, Folio and Edition references must be given. Insert unit number if the land is land under the *Land Titles (Unit Titles) Act 1970*.
- Provide details of the Certificate of Title being produced.
- Provide details of the reason for production.
- Provide Party 1 details, including signature of appropriate representative.
- Provide Party 2 details, including signature of appropriate representative.