

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



**ESL**

Form 003

**TERMINATION BY RE-ENTRY OF A  
SUBLEASE / HEADLEASE OR UNDERLEASE**

Lodging Party

Box Number

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

**1. LAND**

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

**2. LESSOR**

Full name (Surname last)

**3. LESSEE**

Full name (Surname last)

**4. MODE OF TERMINATION**

Re-entry etc

**5. CONSENTING PARTY/PARTIES**

I / We consent to the following:

**6. DATE**

I hereby apply to note the termination of the lease as described in Item 1.

**7. EXECUTION – to be used for termination by re-entry**

Signed by the lessor/s or lessor's solicitor (solicitors must provide their name in full)

Signature of the lessor/s or lessor's solicitor

Signed by the consenting party/parties

Signature of the consenting party/parties

Signed in my presence

Signature of witness

Full Name of witness

Signed in my presence

Signature of witness

Full Name of witness

## 8. STATUTORY DECLARATION

I, _____ of _____ (occupation)	
Do solemnly and sincerely declare that the premises were peaceably and lawfully recovered. The requisite time has elapsed between the date of the breach and the date of re-entry. That clause _____ was breached. That no court action has been taken against the lessor in respect of the breach. And I make this solemn declaration by virtue of the <i>Statutory Declarations Act 1959</i> , and subject to the penalties provided by that Act for the making of false declarations, conscientiously believing the statements contain in this declaration to be true in every particular.	
Declared at _____ on _____ The _____ day of _____ 20____	Signature of person before whom the declaration is made          Full name, qualification* and address of person before whom the declaration is made (in printed letters) (*Must be authorised under the <i>Statutory Declarations Act 1959</i> ).
Signature of person making the declaration	

## 9. OFFICE USE ONLY

Examined by		Vol:Fol:Ed No./Production No. (if applicable)	
Data Entered by		Attachments/Annexures	
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 (the Authority), ACT Treasury, Canberra Connect and ActewAGL for conveyancing, municipal account, administrative, statistical and valuation purposes. The Authority 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 expiry or termination of a lease by re-entry.
- The Registrar-General may upon being satisfied that the term of a lease has expired, note the expiration in the register.
- The existence on the Register of a prior lease whose term has expired, will not be an impediment to the entry of a fresh lease of the same area.
- It is Land Titles practice to note the expiry of a lease in the Register, without the necessity of an application. Any registered mortgage, underlease etc will fall upon the expiry of a registered sublease. This is achieved by a Registrar-General's dealing.
- 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 all parties.
- If there is insufficient space in any panel use an annexure sheet.
- Volume, Folio and Edition references must be given.
- Provide full names of the lessee/s and lessor/s.
- Consent by parties, usually the mortgagee who consents.
- 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 validly execute a document with or without using a Common Seal.

**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.