

Determination/Expiry of Sublease

Form 003 - DESL

Land Titles Act 1925

IMPORTANT INFORMATION

This form is to be used to lodge a termination by re-entry of a sublease or underlease under the *Land Titles Act 1925* (the Act). You can access the Act at www.legislation.act.gov.au. You may also obtain further information and forms at www.act.gov.au/accesscbr.

PRIVACY INFORMATION

The Act authorises the Registrar-General to collect the personal information required by this form for the purposes of issuing a registration under the Act. The Registrar-General prevents any unreasonable intrusion into a person's privacy in accordance with the *Information Privacy Act 2014*. The Registrar-General provides identifiable information to law enforcement and other Directorates that have legal authority to request information under prescribed circumstances. These agencies may also use this information to prepare and sell property sales reports to commercial organisations concerned with the development, sale or marketing of land.

INSTRUCTIONS FOR COMPLETION

- All information should be typed or clearly printed. If completing this form by hand, please use a solid black pen only.
- This office will not accept lodgement of this form if it is not completed in full.
- Any alteration to information provided on this form must be struck through with a black pen. Substitute information must be clear, and all parties must sign in the margin. Do not use correction fluid or tape.
- Ensure all required documents are attached. If there is insufficient space in any panel, please use an Annexure Sheet.

CERTIFICATIONS

Any inapplicable certification statement(s) must be deleted.

Certification statements must be made by the Certifier, being one of the following:

- a. A legal practitioner**
- b. If the applicant is not represented by a legal practitioner – the applicant (i.e. self- represented party)**
- c. If a party to an instrument is not represented by a legal practitioner – that party (i.e. self-represented party)**

All certifications apply where the Certifier is a legal practitioner.

The first two listed certifications do not apply where the Certifier is a self-represented party. Self-represented parties are only required to make certifications relating to retaining evidence to support the registry instrument or document and ensuring the registry instrument or document is correct and compliant with relevant legislation and any prescribed requirement.

By certifying this form, the legal practitioner acknowledges they have taken reasonable steps to verify that their client or his, her or its administrator or attorney is a legal person and has the right to enter into the conveyancing transaction.

Note: - An attorney or a body corporate cannot make certification statements.

LODGEMENT AND CONTACT INFORMATION

Email:

actlandtitles@act.gov.au

General Enquiries:

(02) 6207 3000

In Person:

Environment, Planning and Land Shopfront

Ground Floor South, Dame Pattie Menzies House, 16 Challis Street, Dickson

Opening hours - Monday to Friday 8:30am to 4:30pm (*excluding public holidays*)



Determination/Expiry of Sublease

Form 003 - DESL

Land Titles Act 1925

LODGING PARTY DETAILS

Name	Email Address	Customer Reference Number	Contact Telephone Number

TITLE AND LAND DETAILS

Volume & Folio	District/Division	Section	Block	Unit

FULL NAME AND ADDRESS OF LESSOR (Surname Last) (ACN required for all companies) (Please include post code)

--

FULL NAME AND ADDRESS OF LESSEE (Surname Last) (ACN required for all companies) (Please include post code)

--

REGISTERED NUMBER OF SUBLEASE / UNDERLEASE

MODE OF TERMINATION

(Please provide details of termination – i.e. Re-entry)

--	--

CERTIFICATION **Delete the inapplicable*

Lessor

- *The Certifier has taken reasonable steps to verify the identity of the Lessor or his, her or its administrator or Attorney.
- *The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
- *The Certifier has retained the evidence to support this Registry Instrument or Document.
- *The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.

Signed By:

<Name of certifying party>
<Capacity of certifying party>

for: <Company name>

on behalf of the Lessor

CERTIFICATION *Delete the inapplicable**Lessee**

- *The Certifier has taken reasonable steps to verify the identity of the Lessee or his, her or its administrator or Attorney.
- *The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
- *The Certifier has retained the evidence to support this Registry Instrument or Document.
- *The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.

Signed By:

<Name of certifying party>
<Capacity of certifying party>

for: <Company name>

on behalf of the Lessee

DATE**STATUTORY DECLARATION**

(For Expiry Only)

I, _____ of _____,
(occupation)

I am the applicant / I act for the applicant in the capacity of (please state) –

I solemnly and sincerely declare that the premises were peacefully and lawfully recovered. The requisite time has elapsed between the date of the breach and the date of the re-entry. The clause _____ was breached.

I also declare that no court action has been taken against the lessee in respect the breach.

And I make this solemn declaration by virtue of the Statutory Declarations Act 1959, 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.

STATUTORY DECLARATION EXECUTION

Declared at _____ on _____ the _____ day of _____ 20____ Signature of person making the declaration	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 Statutory Declarations Act 1959)
---	--

OFFICE USE ONLY

Lodged by		Registered date / by	
Data entered by		Attachments/Annexures	