



Dealing Number

OFFICE USE ONLY

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Print one-sided only

1. Interest being transferred (if shares show as a fraction) Lodger (Name, address, E-mail & phone number) Lodger Code  
Fee Simple

Note: A Form 24 - Property Information (Transfer) must be attached to this Form where interest being transferred is "fee simple" (Land Title Act 1994), "State leasehold" (Land Act 1994) or "Water Allocation" (Water Act 2000)

2. Lot on Plan Description Title Reference

There must be a full Land Description (lot and plan number) in this section. If there is no Land Title Reference, evidence will need to be sighted to demonstrate why.

3. Transferor

4. Consideration

5. Transferee Given names Surname/Company name and number (include tenancy if more than one)

Take reasonable steps to identify the signatory (transferor or transferee) and that they are the holder of relevant interest in the property (entitlement to sign). This is a requirement of the Land Title Act 1994.

For identification, sight a combination of identity documents including photographic and government-issued is preferable. For entitlement to sign, sight a current rates notice, title search or contract of sale for the land in question.

6. Transfer/Execution The Transferor transfers to the Transferee the estate and interest described in item 1 for the consideration and in the case of monetary consideration acknowledges receipt thereof. The Transferor declares that the information contained in items 3 to 6 on the attached Form 24 is true and correct. The Transferee states the information contained in items 1, 2, 4 to 6(h) on the attached Form 24 is true and correct. Where a solicitor signs on behalf of the Transferee the information in items 1, 2, 4 to 6(h) on the Form 24 is based on information supplied by the Transferee.

NOTE: Witnessing officer must be aware of their obligations under section 162 of the Land Title Act 1994.

Separate executions are required for each transferor and transferee. Signatories are to provide to the witness, evidence that they are the person entitled to sign the instrument (including proof of identity).

Insert your signature, full name (including any given names), qualification and registration number. Be careful with the application of your seal of office to avoid obliterating any information on the form.

A signatory must sign the form in front of you. This is a requirement of the Land Title Act 1994.

Witnessing Officer (signature, full name & qualification) Execution Date Transferor's Signature

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If they are multiple signatories, witness each signature separately.

Witnessing Officer (signature, full name & qualification) Execution Date \*Transferee's or Solicitor's Signature

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(Witnessing officer must be in accordance with Schedule 1 of the Land Title Act 1994 eg Legal Practitioner, JP, C Dec)

\*Note: A Solicitor is required to print full name if signing on behalf of the Transferee and no witness is required in this instance

It is a requirement of the Land Title Act 1994 that you keep a written record of the steps taken to verify the signatory's identity and they are entitled to sign the form for a period of seven years. While not mandatory, we strongly recommend you also keep a record of the real property description and/or title reference of the property.