

CUSTOMER INFORMATION BULLETIN



No. 23, 21st August, 1989

In this issue:-

- A. LAND ACT - CHANGE OF PROCEDURES
- B. NEW TITLE PRODUCTION - STREAMLINING PROCEDURES
- C. ISSUING OF TITLE AFTER DEALING
- D. CUSTOMER ACCOUNTING SYSTEM - SUSPENDED ACCOUNTS
- E. ASSESSING TRANSFER REGISTRATION FEES.

A. LAND ACT - CHANGE OF PROCEDURES

On August 28th DOLA proposes to implement the Crown Allotment/Single Recording System (CAL/SRS) Project which will result in certain procedural changes being introduced.

1. Registration of Land Act Dealings

Dealings against Crown Land the subject of licenses and leases under five years are currently registered in the Settlement and Conveyancing Branch in Land Operations Division. In future, these documents are to be lodged at the Acceptance Counter of the Office of Titles.

Registration will be dependent upon the prior consent of the Minister for Lands being first obtained as is currently required for dealings against Crown Leases in excess of five years.

2. Searching of Land Act Tenures

All Land Act Tenure documents for licenses and leases under five years currently filed in Settlement and Conveyancing Branch will be relocated, over the next six months, to the Office of Titles and numbered in the Crown Lease range. When searching, copies of these documents should be obtained from Office of Titles to ascertain the terms and conditions of the tenure. Ownership details will also be shown on the Office of Titles Nominal Index.

3. Crown Land Records (CLRs)

Crown Land Records will provide a graphic description for parcels of Crown Land and record interests against that land e.g. reserves, leases. Although similar to a 'title' in format CLRs will have no legal status and are being introduced to provide an interim method of recording Crown Land prior to the implementation of a new Land Administration Act.

The benefits of CAL/SRS, which will take some six months to fully implement, include:-

- . Single complete computerised index to Crown Allotments showing status.
- . Single index to owner/lessee/licensee names for all lands.
- . Remove duplication action Crown/freehold.
- . Provide accessible/centralised land information.

Further enquiries can be directed to Customer Service Section on 2226807.

B. NEW TITLE PRODUCTION - STREAMLINING PROCEDURES

The Office of Titles is currently investigating its method of producing new titles. Over the next six months several different procedures will be implemented and their efficiency monitored. It is hoped that you, the customer will benefit by reducing the time taken to issue all new titles.

Currently the customer identifies early issue surveys by placing a green sticker on the application when lodging the dealing for new titles. This has greatly assisted this Office when processing the dealing.

Once again your assistance is sought to help identify the different types of documents being lodged which require the issue of new titles. It is proposed that different coloured stickers be used to identify the four basic types of dealings which require different processes.

The four categories and the required colour identification are:-

<u>Category of Dealing</u>	<u>Colour</u>
1. Early issue survey applications	Green
2. Plans and Diagrams other than early issue applications.	Yellow
3. Strata Plan applications.	Red
4. Balance certificate of title applications.	Brown

All stickers will be available at the Acceptance counter alongside a chart showing the correct colour to be used.

It is suggested that the sticker be placed on the first document in the series to assist the identification process.

Your assistance in this project will help your dealing to a speedier conclusion

C. Issuing of Titles After Dealing

After the registration of a dealing, it is the responsibility of this Office to issue the relevant titles to the lodging party unless otherwise stated on the document. Should a mortgagee in control of the title register a discharge of that interest while a second mortgagee remains registered, the title will issue to the lodging party unless instructed to the contrary on that discharge.

It then becomes the responsibility of the lodging party to dispose of the title to the entitled party.

D. Customer Accounting System - Suspended Accounts


C.A.S. account holders are reminded that the full account must be paid at the end of each month even if the available credit allocated to that account has not been used. Failure to pay the account within 10 working days from the end of the month will result in the suspension of that account. The suspended account will be reinstated at the earliest convenient time, usually the day following payment of the overdue amount.

Avoid the inconvenience of a suspended account by making payment promptly on receipt of account.

E. Assessing Transfer Registration Fees

To assist in assessing the required registration fee for transfer as from 4th September 1989, a chart has been prepared and is attached to this Bulletin. Consideration expressed to be for chattels is excluded in assessing the fee.



 D.L. Mulcahy
DIRECTOR
LAND TITLES