

# Land Victoria Customer Information Bulletin

Edition 138 November 2012

## New Forms

Land Victoria has developed three new interactive PDF forms:

- Discharge of Mortgage or Charge
- Transfer of Land
- Mortgage.

The new forms contain defined panels, online help and system messages to guide customers in completing the forms. Customers can also save the form either partially or fully completed on their own computer for future reference.

The new forms are available on Land Victoria's webpage at: [www.dse.vic.gov.au](http://www.dse.vic.gov.au) > Property, Titles & Maps > Land Titles > Forms, guides and fees.

A sample form is included on the following page.

Customers are encouraged to use the new forms. Old style forms will continue to be accepted.

The new forms do not contain provision for an 'Order to Register'. This is because early next year Land Victoria intends to revise the process for the production of Certificates of Title for dealings lodged by another party.

The present requirement for an Order to Register will not be part of the new process. Until the new process is introduced, any Order to Register required to support a lodgement using one of the new forms should be prepared on a separate page and submitted with the lodgement.

For examples of Orders to Register, see the Land Victoria Lodging Book (Version 4.1), page 1.7.

150 years of Torrens title in  
Victoria 1862–2012

**Discharge of Mortgage or Charge**

**Discharge of Mortgage or Charge**

Section 84 Transfer of Land Act 1958

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 The information from this form is collected by the Registrar of Titles under statutory authority and is used for the purpose of maintaining publicly searchable registers and indexes.

**1. Land/s**

*Land Title*  
 Volume 15201 Folio 345

**2. Mortgage or Charge number**

Mortgage number AL123456J

**3. Mortgagee/s**

*Mortgagee*  
 Name BIG BANK LTD  
 ACN 6 7 8 5 4 3 2 1 2  
 Australian Credit Licence 987678

**4. Signing**

The mortgagee or annuitant discharges the land described from the moneys or annuity secured by the mortgage or charge specified.

*Mortgagee*  
 Sole Person Company  
 Executed for BIG BANK LTD by being signed by the person(s) authorised to sign for the company  
 Director/Secretary  
 Full Name DICK TRACY  
 Usual Address 12 HILL PLACE SMARTSVILLE



*Signature of Director/Secretary*

**5. Date**

Date: (DD/MM/YYYY)

**6. Lodging Party**

Customer Code 5671F  
 Reference

You may lodge this form in two ways:

**1. In person**

Land Registration Services  
 Land Victoria  
 Level 9, 570 Bourke Street  
 Melbourne Vic 3000

**2. By mail (extra fee applies)**

Land Registration Services  
 Land Victoria  
 PO Box 500  
 East Melbourne Vic 8002  
 Or DX 250639 Melbourne

Approval Number: 33711111R

THE BACK OF THIS FORM MUST NOT BE USED

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For further information

Land Registration Services  
Land Victoria  
Level 9, 570 Bourke Street  
Melbourne VIC 3000  
PO Box 500  
East Melbourne VIC 8002

DX 250639

Telephone (03) 8636 2010  
Fax (03) 8636 2299

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For more information contact the DSE Customer Service Centre 136 186

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