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| General Law Conversion (Survey based) Section 15 Checklist (Possessory and/or Freehold)  |
| Section 15 *Transfer of Land Act 1958* |

✓ TICK WHERE APPLICABLE or X CROSS WHERE NOT APPLICABLE

### Application

Form TLA15 – General Law Conversion.

Land description – Identify land by reference to a Plan of Survey, the affected Memorial Book and Page number and Provisional Folio reference number in accordance with Legal Practitioners Certificate.

Full name and address of applicant(s), including postcode.

Name and address of abutting owners and occupiers.

Subject to encumbrances set out in Legal Practitioners Certificate.

Signed and dated by applicant(s), agent or Australian Legal Practitioner.

### Certificate of Title with Warning as to dimensions

 Nominated Supplied Leader

### Survey-based

Plan of Survey signed and dated by Licensed Surveyor.

Abstract of Field Records, each sheet signed and dated by a Licensed Surveyor, or

Abstract of Field Records based on leader dealing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Surveyor’s Report signed and dated by Licensed Surveyor.

Claimed land separately identified and defined by thick continuous lines.

All survey documents no more than 2 years old.

SPEAR Reference (for digital lodgement of survey documents) is shown on the TLA15 form *(if applicable)*.

### Non- survey

Surrounded by applicant’s own land.

Surrounded by Government Roads or Crown land.

Surrounded by a combination of above.

Terms of contract of sale.

Aerial photography – Waive Survey (WS) number. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

✓ TICK WHERE APPLICABLE or X CROSS WHERE **NOT** APPLICABLE

##  Possessory component

### Australian Legal Practitioners Certificate

Accords with Schedule 5A *Transfer of Land Act 1958.*

 Application has acquired title by possession.

Signed and dated by a current Australian Legal Practitioner within the meaning of the *Legal Profession* *Uniform Law Application Act 2014*.

Schedule attached accords with documentation supplied.

The land has not been used as a Road, proclaimed a public highway or vested in any body pursuant to any statute.
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### Supporting evidence

Statutory declaration(s) from applicant(s).

Statutory declaration(s) from disinterested witness(es).

Signed Deeds of Assignment of Possessory Rights
*(when applicant has less than 15 years’ possession in their own right)*.

If the claimed land is known as a road, a right of way, or is encumbered by easements of way (e.g. carriageway, passageway or footway):

A letter from council stating that the claimed land is not a Road as defined by the *Road Management Act 2004*.

##  Freehold component

### Australian Legal Practitioners Certificate

Accords with Schedule 5A *Transfer of Land Act 1958*.

Application has a good safe holding and marketable title.

Root of title refers to Memorial Book and page number of a deed produced (more than 30 years old).

Signed and dated by a current Australian Legal Practitioner within the meaning of the *Legal Profession* *Uniform Law Application Act 2014*.

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Schedule attached accords with documentation supplied.
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### Deeds and other supporting evidence

Original chain of deed or certified copies supplied.

d

Deed not supplied, or any anomalies found have been qualified in the Legal Practitioners Certificate.

d

Unregistered dealing with the land after the Register closed (if applicable)
(i.e. discharge of general law mortgage, transfer of land to the applicant, proof of death by certified copy of death certificate or copy of will and probate).

d

✓ TICK WHERE APPLICABLE or X CROSS WHERE **NOT** APPLICABLE

### Search of title under Section 26J Transfer of Land Act 1958

Search is up-to-date.

d

26F has been searched.

d

Search accords with the land applied for in the Legal Practitioners Certificate.

d

### Fees

Land Use Victoria fees are payable at lodgement (see ‘Contact us’ below for details of where/how to lodge).

d

Acceptable payment methods and lodgement fees are available on the [Forms, guides and fees](https://www.propertyandlandtitles.vic.gov.au/forms-guides-and-fees/overview) page at www.propertyandlandtitles.vic.gov.au/forms-guides-and-fees.

### Signatures

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_

Name (current practitioner): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or

Name (applicant): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Contact us

To lodge at Land Use Victoria and for [location and contact details](https://www.propertyandlandtitles.vic.gov.au/contact-us), see [www.propertyandlandtitles.vic.gov.au/contact-us](http://www.propertyandlandtitles.vic.gov.au/contact-us).

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