**STATUTORY DECLARATION**

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| I |   |
| of | [FULL NAME] |
|  | [ADDRESS] |
|  [OCCUPATION]make the following statutory declaration under the **Oaths and Affirmations Act 2018:** |
| 1. | I act for [applicant name(s)] who is/are one of the following:* the registered proprietor(s);
* the survivor(s) of the deceased registered proprietor(s);
* the executor(s) of the deceased registered proprietor(s);
* the administrator(s) of the deceased registered proprietor(s);
* the trustee(s) in bankruptcy of the registered proprietor(s); or
* the mortgagee in possession.
 |
| 2. | I am instructed by the applicant(s) that the paper certificate of title has been lost and that they seek to make an application under section 31 of the *Transfer of Land Act 1958*. |
| 3. | I have carried out the mandatory inquiries with both of the parties below:* the applicant(s); and
* the party to whom the certificate of title last issued or their successor [but, where applicable, I was unable to locate the party to whom the certificate of title last issued or their successor].
 |
| 4. | I have carried out inquiries with each of the parties below if it is possible that they may have held the paper certificate of title:* any Australian Legal Practitioner, Law Practice or Licensed Conveyancer;
* any financial institutions, accounting firms or accountants;
* any caveator if a caveat alleging a charge or mortgage affects the land the subject of the application; and
* the person that purportedly last held the certificate of title, if not one of the above.
 |
| 5. | I have received confirmation from the parties described in paragraphs 3 and 4 that:1. each has carried out the required searches;
2. the certificate of title could not be located; and
3. the missing certificate of title has not been deposited as a security or lien.
 |
| 6.  | I have conducted the required searches and confirm that the certificate of title could not be located.  |
| 7.  | To my knowledge the certificate of title has not been deposited as a security or lien. |

**I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.**

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| **Signature of person making this declaration** *[to be signed in front of an Authorised Witness]* |
| Declared at |  | *[place]* in the State of Victoria |
| on  |  / / | *[date]* |
| **I am an authorised statutory declaration witness and I sign this document in the presence of the person making the declaration:** |
| û |
| **Signature of authorised statutory declaration witness** |
| on  |  / / | *[date]* |
| *[Full name of authorised statutory declaration witness in legible writing, typing or stamp]* |  |  |
| *[Personal or professional address of authorised statutory declaration witness in legible writing, typing or stamp]* |  |  |
| *[Qualification as an authorised statutory declaration witness]* |  |  |
| A person authorised under section 30(2) of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration. |

*\* I confirm that reasonable modifications were used in preparing this statutory declaration and that the contents of this statutory declaration were read to the person making the statutory declaration in a way that was appropriate to the person’s circumstances.*

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| Signature of authorised statutory declaration witness |

\* strikeout if not applicable