|  |
| --- |
| Land Use Victoria Customer Information Bulletin 189 July 2019 |
|  |

# Registrar’s requirements for paper conveyancing transactions

Under section 106A of the *Transfer of Land Act 1958* the Registrar of Titles determined Version 7 of the Registrar's Requirements for Paper Conveyancing Transactions, effective from 11 July 2019.

Version 7 is published at [www.propertyandlandtitles.vic.gov.au/publications](http://www.propertyandlandtitles.vic.gov.au/publications) and contains the following substantive amendments:

1. exempt an officer of State Trustees Ltd from verification of identity requirements;
2. for lawyers, conveyancers, authorised deposit-taking institutions (ADIs) and other subscribers to an Electronic Lodgment Network (ELN), require all Instruments available in an ELN on 1 August 2019 to be lodged electronically;
3. for lawyers, conveyancers, authorised deposit-taking institutions (ADIs) and other subscribers to an Electronic Lodgment Network (ELN), require all Instruments available in an ELN on 1 October 2019 to be lodged electronically;
4. require plans and surveys to be submitted in SPEAR;
5. require owners corporation information to be submitted using the Excel spreadsheet available in SPEAR.

# Release of Residual documents in PEXA and 1 August 2019 mandate

In March and April 2019 PEXA released 18 new transaction types called Residual documents. The most common of these was an application to record an agreement under section 173 of the *Planning and Environment Act 1987*.

PEXA intends to release another 94 Residual documents before 1 August 2019. A further 27 Residual documents will be released before 1 October 2019.

From 1 August 2019, for lawyers, conveyancers, authorised deposit-taking institutions (ADIs) and other subscribers to an Electronic Lodgment Network (ELN), all Instruments (including Residual documents) available in an ELN will be required to be lodged using an ELN. The remaining 27 Residual documents will be required to be lodged using an ELN from 1 October 2019.

* By 1 August 2019 a complete list of Land Registry transactions available for electronic lodgment will be available.
* A guide outlining the requirements for all available Residual documents will be updated as other documents are made available.
* The Registrar will not accept paper lodgment of any such Instruments (including Residual documents) except in cases where the Instrument(s) cannot be lodged using an ELN for reason(s) set out in the *Request to accept paper lodgment form*.

# Where to find information on electronic lodgment

The documents:

* *Land Registry transactions available for electronic lodgment using an ELN*
* *Guide to Residual documents in PEXA*
* *Request to accept paper lodgment form*

are all available on a new section of the Property and land titles website: <https://www.propertyandlandtitles.vic.gov.au/forms-guides-and-fees/electronic-lodgment/key-documentation>

# Subscribe

To receive notification when a *Customer Information Bulletin* is published, please send an email to lv.cib@delwp.vic.gov.au with SUBSCRIBE in the subject line – include your name and email address in the body of the email.

# Contact us

For location and contact details, go to [www.propertyandlandtitles.vic.gov.au/contact-us](http://www.propertyandlandtitles.vic.gov.au/contact-us).

|  |  |
| --- | --- |
| © The State of Victoria Department of Environment, Land, Water and Planning 2019LogoThis work is licensed under a Creative Commons Attribution 4.0 International licence. You are free to re-use the work under that licence, on the condition that you credit the State of Victoria as author. The licence does not apply to any images, photographs or branding, including the Victorian Coat of Arms, the Victorian Government logo and the Department of Environment, Land, Water and Planning (DELWP) logo. To view a copy of this licence, visit http://creativecommons.org/licenses/by/4.0/ DisclaimerThis publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication. | AccessibilityIf you would like to receive this publication in an alternative format, please telephone the DELWP Customer Service Centre on 136186, email customer.service@delwp.vic.gov.au, or via the National Relay Service on 133 677 [www.relayservice.com.au](http://www.relayservice.com.au). This document is also available at [www.delwp.vic.gov.au](http://www.delwp.vic.gov.au).  |