

Land Title Act 2000
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

C U T No:

IMPORTANT NOTICE
Please Note Privacy Statement Overleaf

**CONVERSION OF UNITS PLAN
OR BUILDING DEVELOPMENT
PLAN INTO SCHEME LAND**

The corporation applies to the Registrar-General for the conversion of units plan/building development plan into scheme land for the land identified below subject to the mortgages, encumbrances and other instruments affecting the land including any created by dealings lodged for registration prior to the lodging of this conversion.

(NOTES 1 - 4)

Register	Volume	Folio	Location	Lot Description	Plan	Unit

(NOTE 5)

CORPORATION

Name: _____

Address: _____
(postal) _____

(NOTE 6)

Plan Number UTS/.....

(NOTE 7)

.....
SIGNED by the Corporation

on (Date)

In the presence of:

.....
Signature of qualified witness

.....
Full name of qualified witness

.....
Witness contact address/phone number

(NOTE 8)

SCHEDULE OF NOTES

1. This form must be used for the conversion of units plan or building development plan into scheme land under Section 111 of the *Unit Title Schemes Act 2009*.
2. This form must be lodged as an original only, must be typed or completed in ink or biro.
3. All signatures must be in ink or biro. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
4. If there is insufficient space in any panel use the space above or an annexure sheet (Form 95).
5. Volume and Folio references of all land to be converted, including the common property must be given together with complete parcel description.
6. Include full name of the corporation including address for the service of notices. The address can be a postal address. Occupations are not required.
7. The Scheme Statement together with the approved survey plan needs to be lodged in addition to this application.
8. Persons who may witness this document are a Commissioner for Oaths, a member of the Legislative Assembly, a legal practitioner within the meaning of the *Legal Profession Act 2006*, a person holding office under the *Supreme Court Act 1979*, the *Justices of the Peace Act 1991*, the *Local Court Act 2015* or the *Registration Act 1927*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act 1979*, a Notary Public and any other person approved by the Registrar-General.

A witness to an instrument executed by an individual must first:

- take reasonable steps to ensure that the individual is the person entitled to sign the instrument;
- have the individual execute the document in the presence of the witness;
- not be a party to the instrument; and
- if witnessing more than one signature, clearly state that he/she has witnessed more than one signature. (ie I have witnessed the two signatures appearing above).

After signing, witnesses must legibly write, type or stamp their names and contact address or telephone number below their signature.

For a corporation, an instrument must be executed in a way permitted by law or sealed with the corporation's seal in accordance with the *Law of Property Act 2000*, Section 48.

For witnessing of instruments executed outside the Northern Territory refer to Schedule 1 of the *Land Title Act 2000* and the Registrar-General's Directions.

9. All consents must be provided on the general consent form 93.

PRIVACY STATEMENT – LAND REGISTER FORMS

The Registrar-General's Office is authorised by the *Land Title Act 2000* to collect the information on this form for the establishment and maintenance of the Land Register, which is made available for search by any person, anywhere, including through the Internet, upon payment of a fee. The information is regularly provided to other NT Government agencies, the Australian Valuation Office, local governments, the Australian Bureau of Statistics, the Australian Taxation Office or other Commonwealth Agencies as required or authorised by law, and some private sector organisations for conveyancing, local government, valuation, statistical, administrative and other purposes. The NT Government also uses the information to prepare and sell or licence property sales reports to commercial organisations concerned with the development, sale or marketing of property.

Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-General on 8999 5318.