

Land Title Act 2000
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

P	C	No:
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IMPORTANT NOTICE

Please Note Privacy Statement Overleaf

**APPLICATION TO REPLACE LOST,
MISLAID OR DESTROYED CERTIFICATE**

The applicant applies for the issue of an electronic certificate as to title for the land described below to the owner recorded in the Register subject to the mortgages, encumbrances and other instruments recorded in the Register and sets out the circumstances of the loss, mislaying or destruction on the back of this document. (NOTE 1)

Register	Volume	Folio	Location	Lot Description	Plan	Unit

(NOTE 2)

APPLICANT

Name only:

(NOTE 3)

OWNER

Name only:

(NOTE 4)

.....
DECLARED and SIGNED by the Applicant
on (Date)
In the presence of:
.....
Signature of qualified witness
.....
Full name of qualified witness
.....
Witness contact address/phone number

(NOTE 5)

CIRCUMSTANCES OF LOSS

The applicant declares that:

- (a) The lost certificate has not been deposited as security for a loan other than that already recorded in the Register.
- (b) A search for the lost certificate as to title was carried out:
- with the Registrar-General (including last known delivery details)
- with the bankers / accountants / lawyers of the owner
- (c) The loss of the certificate as to title was advertised in a local newspaper (please insert the name of the newspaper) stating the owner's name and other title details in..... date

SCHEDULE OF NOTES

1. The application is lodged as an original only and must be typed or completed in ink or biro. Alterations to information entered on the form should be crossed out (nor erased or obliterated by painting over) and initialled by the parties. If you need a paper certificate as to title a Form 104 must be lodged together with this application.
The panel "CIRCUMSTANCES OF LOSS" must be completed by the applicant by ticking each box.
2. Volume and Folio references must be given together with complete parcel description.
3. The Applicant can be a person who is responsible for the loss, or is aware of the circumstances of the loss. Usually a Bank, Conveyancer or Solicitor who is responsible for the safe keeping of the paper Certificate as to Title.
4. Full name of all owners. If it is intended to change the address in the Register at the same time include the new address which may be a postal address for the service of notices. If there is more than one owner additional addresses may be specified. In that case the form should be adapted so that it is clear to whom each address relates.
5. 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*, a person holding office under the *Supreme Court Act*, the *Justices Act*, the *Local Court Act* or the *Registration Act*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act 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 Direction.

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.