



THIS FORM WHICH INCORPORATES A STATUTORY DECLARATION MAY ONLY BE USED WHERE THERE ARE ONLY TWO PROPRIETORS AND WHERE THERE ARE NO DISCREPANCIES IN EITHER THE NAME OF THE DECEASED PROPRIETOR OR THE APPLICANT. IN ALL OTHER CIRCUMSTANCES FORMS A2 AND B3 MUST BE USED.

**INSTRUCTIONS**

1. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialed by the persons signing this document and their witnesses.
2. Evidence of Death, being either the Grant of Probate or a Certified Copy of the Death Certificate from the Office of issue must be produced. ***If discrepancies exist between the Name of the Deceased as shown on the Certificate of Title and evidence of death, Form A2 and B3 should be used.***
3. Duplicate Crown Lease or where issued, the Duplicate Certificate of Title is required to be produced or if held by another party then arrangements must be made for its production.

**NOTES**

1. **DESCRIPTION OF LAND**  
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.  
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.  
The Volume and Folio or Crown Lease number to be stated.
2. **APPLICANT**  
State full name of the Applicant / Applicants and the address / addresses to which future Notices can be sent. *If the name of the applicant as shown on the certificate of Title has changed, Form A2 and B3 should be used.*
3. **DECEASED PROPRIETOR**  
State full name and address of the deceased proprietor as shown on the Certificate of Title or Crown Lease.
4. **DATE OF DEATH**  
To be stated in words.
5. **APPLICANTS EXECUTION**  
As this Application form incorporates a Statutory Declaration, the Applicants signature is required to be witnessed by a person capable of taking Declarations. The witness should state their full name, address and qualification. Following is a list of some of those persons more commonly available for taking Declarations:

State or Commonwealth Public Servant  
School Teacher  
Police Officer  
Bank Manager  
Medical Practitioner  
Solicitor  
Pharmaceutical Chemist  
Justice of the Peace



OFFICE USE ONLY

**APPLICATION**

LODGED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

ISSUING BOX No.

PREPARED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.

TITLES, LEASES, DECLARATIONS ETC. LODGED HEREWITH

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	
5. _____	
6. _____	Receiving Clerk

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

EXAMINED