



Ownership History

Land Enquiry Services Quick Guide

Last Updated: 7th of September 2023

Version: 2







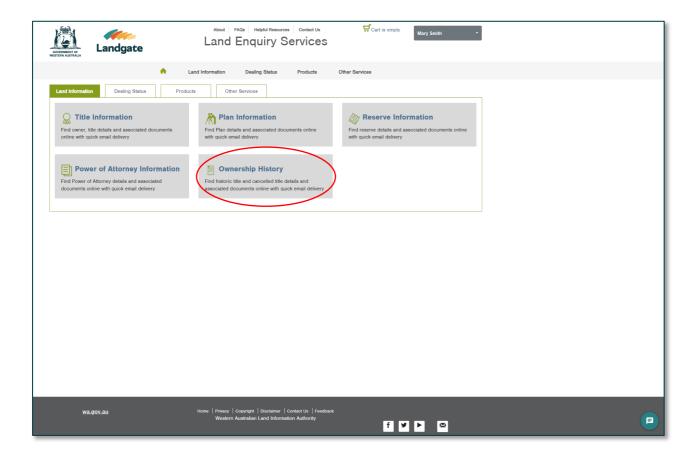


Ownership History

Land Enquiry Services can provide the ownership history of a property, showing the transaction details of lodgements made with Landgate that has changed the proprietors.

Searching in Land Enquiry Services

Open Land Enquiry Services and select 'Ownership History'.

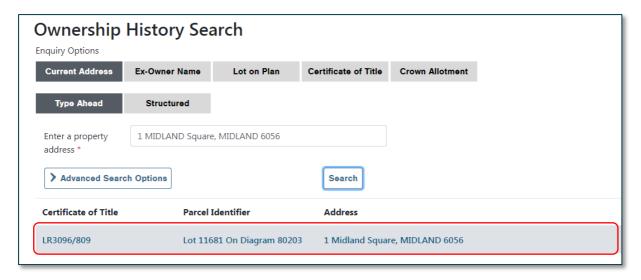


Select the desired enquiry option to search the criteria you have available and then select 'search'.



Open the Ownership History Information

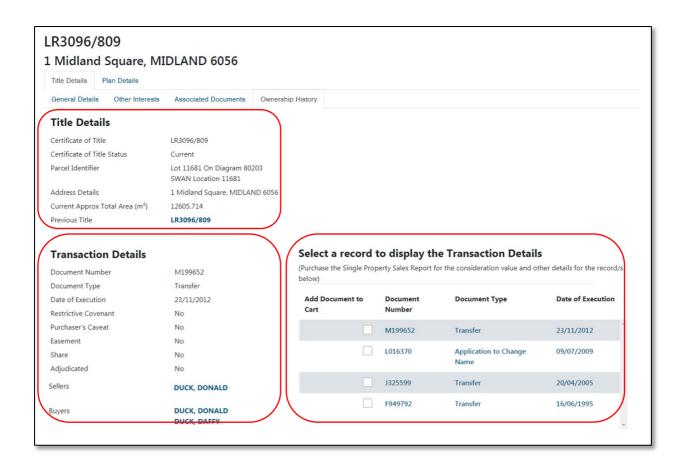
You can select the results when they appear to launch the Ownership History screen. If the results list more than one property, simply select the results you would like to view more details on.



There are several sections of the Ownership History screen:

- **Title Details** this section has information about the property that you are enquiring about and should stay static as you navigate the history information
- **Transaction List** this section lists in chronological order all documents lodged with Landgate that affect the ownership of the property
- **Transaction Details** this section displays the details of the selected document from the transaction list.

Click on any of the document lines from the Transaction List, to see the information about that lodgement display in the Transaction Details section.



You can also add any of these documents to your shopping cart from this screen by placing a tick in the box next to the document(s) of your choice and then selecting the 'Add Documents to Cart' button.

To view the details of another property, simply repeat the process starting with a new property search.

Completing Your Order

If you have added documents to your cart from the Ownership History screen, click onto the cart icon at the top of the page to view the items you have added to your order.

Landgate



Select Next, enter your payment details and ensure they are correct before proceeding to the confirmation screen.

Read the confirmation screen carefully to ensure your cart contains all the correct items, then confirm and submit your order.

Once Landgate has successfully received payment, you will be provided with the request number and confirmation of the email address the product will be sent to.



If your order has not been received within 30 minutes, please don't re-order. Contact Customer Service who can assist you; this will avoid you being charged twice for the same product.