

Request to Accept Paper Lodgement

This form is applicable to the following documents and combination of documents only:
• Transfer • Mortgage • Discharge of mortgage • Caveat • Withdrawal of caveat

To: Registrar of Titles

Please accept this paper lodgement case related to _____ (Volume/ Folio)
because the transaction cannot be lodged using an Electronic Lodgement Network Operator (ELNO)
for the reason(s) indicated below:

- The document affects a folio of the Register that cannot be dealt with in an ELNO, (e.g. title is a manual title)
- A document has been signed on paper prior to 12 December 2018
- A document has been signed on paper prior to 30 March 2020, that was ineligible for electronic conveyancing prior to 10 February 2020.
- A mortgage or caveat refers to a narrative description of part of the land (e.g. a hachured portion).
- A discharge of mortgage, transfer, or withdrawal of caveat refers to part of the land on the Title.
- In a case containing a transfer, the contract for sale was signed prior to 1 December 2018
- In a case containing a transfer, it is contractually linked with an in-eligible dealing
- In a combination of documents, a party in one or more documents is not eligible to be an ELNO subscriber or represented by a conveyancer or lawyer
- A document affects more than 20 folios of the Register
- A transfer is of a type currently unavailable in an ELNO, such as:
 - transfers of land held in capacity
 - transfers of an interest (e.g. lease)
 - transfers where the consideration type is not monetary, gift or natural love and affection
- A transfer cannot be self-assessed for duty using the State Revenue Office's Revenue Online system
- The ELN has not been available for more than one business day
- Excluding transfer documents, a party in one or more documents is considered an incapable person pursuant to a State Administrative Tribunal order
- Caveators named in withdrawal of caveat / caveat are not represented by the same subscriber
- Mortgagees included in the mortgage / discharge of mortgage are not represented by the same subscriber
- Non - ELNO enabled Jurisdiction as part of a refinance transaction
- Bank Guarantee could not be exchanged before transaction lodgement for a refinance transaction and/or transfer transaction
- Non-Land Securities which cannot be traded electronically
- Mortgage document does not affect all registered proprietors
- The consent for a crown land document was not able to be attached within the ELN

The above is true and correct to the best of my knowledge and I confirm that I hold evidence to support the request which can be produced on request from the Registrar of Titles.

Yours truly,

Signature

Requesting Party Name

Requesting Party Company

/ / 20
Date (DD/MM/YEAR)