VOI-04 Verification of Identity and Authority- Electronic Transactions

Version 2 – 06/04/2020

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1 Overview

Verification of identity and authority is required for nominated electronic and paper based land transactions. The requirements for electronic transactions are similar to those that operate in paper and are contained in the Western Australian Participation Rules. For further information on the Verification of Identity Practice for paper based transactions, please refer to:

- VOI-01 Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity and Authority. Paper Based Transactions

- VOI-02 Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity and Authority. Paper Based Transactions - How to Complete a Verification of Identity

- VOI-03 Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity and Authority. Paper Based Transactions - Foreign Countries

Self-represented parties cannot undertake electronic conveyancing transactions.

1.1 Verification of Identity – Inside and Outside Australia – COVID-19 Emergency

Where face-to-face VOI cannot be completed as a direct result of COVID-19, conveyancers, legal practitioners and mortgagees are to take reasonable steps to verify the identity of the parties for both paper-based and electronic transactions. Conveyancers, legal practitioners and mortgagees are responsible for determining what is reasonable under the circumstances. As usual, evidence of these steps is required to be documented and retained in accordance with normal practice.

It is important that the highest levels of vigilance continue during this difficult time to ensure the
security and integrity of property transactions remains uncompromised and the security and integrity of our State’s land titles system is maintained.

Refer to: CIB 331 COVID-19 Impacts on requirements for Verification of Identity inside and outside Australia and document witnessing outside of Australia

1 Updated include section 1.1 Verification of Identity - Inside and Outside Australia - COVID-19 Emergency 06/04/2020

2 Western Australian Participation Rules

For full details of the Verification of Identity requirements for electronic transactions, refer to the WA Participation Rules

3 Further Information

- WA Participation Rules Version 5

- ARNECC Guidance Note - Verification of Identity

- CIB 331 COVID-19 Impacts on requirements for Verification of Identity inside and outside Australia and document witnessing outside of Australia