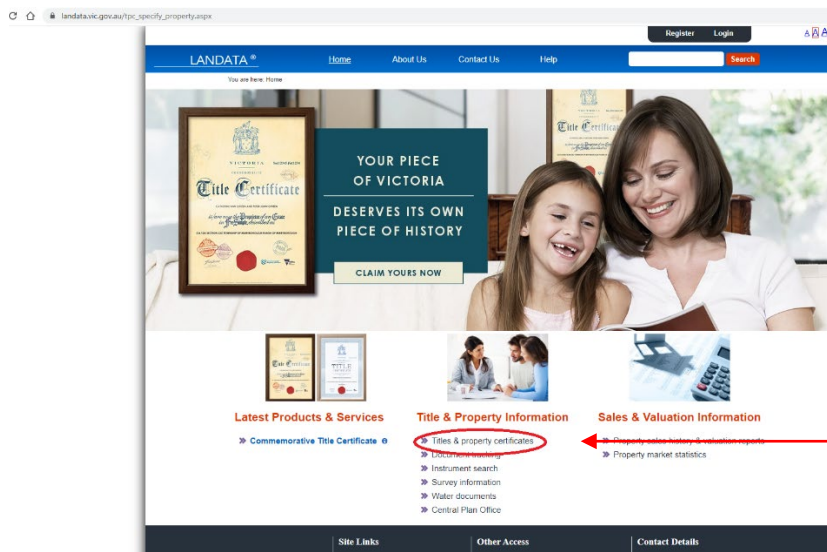


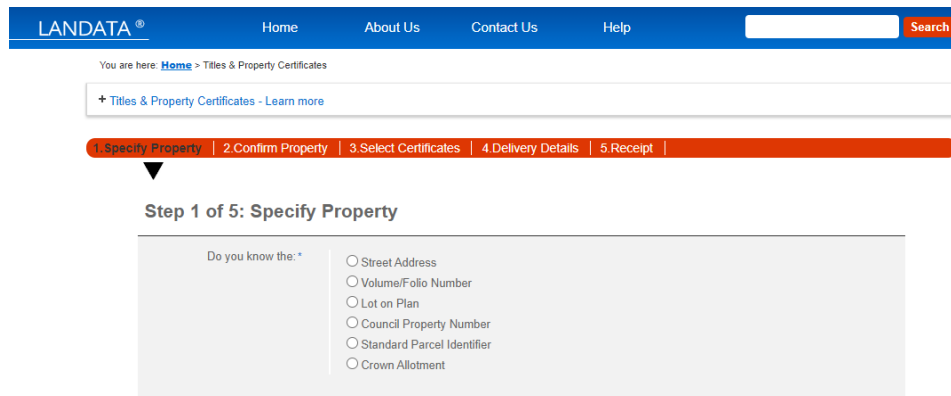
How to obtain a copy of a land title, title plan and on-title instrument

Click on this link for the [Victorian Land Registry Services website](https://landata.vic.gov.au/tpc/specify_property.aspx)

Under the heading Title & Property Information select 'Title & property certificates'

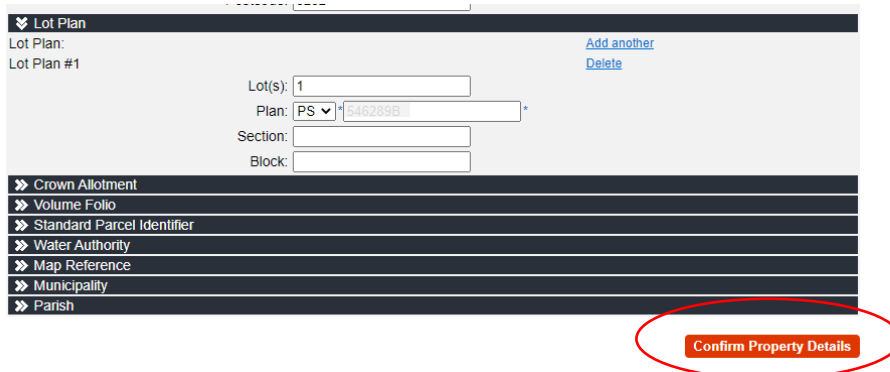


Step 1. Specify the property by entering the Volume / Folio Number or one of the following property identifiers and enter the relevant property details:



(Note: if you enter the Volume / Folio number of the property you will not incur an additional Land Index search fee of \$7.52).

Step 2. Click the orange box to confirm property details



Step 3. Tick 'Register Search Statement (title)' and 'Copy of Title Plan' from the list below:

Step 3 of 5: Select Certificates

The following certificates are available for the specified property.
 Select the certificates required.
 Certificates will only be issued for the property identified. All fees are in Australian dollars (\$AUD).

Select	Certificates	Delivery Turnaround (approx)	Total Fee (Inc GST) \$AUD
Title Certificates			
<input checked="" type="checkbox"/>	Register Search Statement (Title) ⓘ	5 minutes	7.25
<input type="checkbox"/>	Commemorative Title Certificate - Authentic A3 Unframed ⓘ	10 days	66.00
<input type="checkbox"/>	Commemorative Title Certificate - Portfolio A3 Unframed ⓘ	10 days	66.00
<input type="checkbox"/>	Instrument Search ⓘ Inst AL466838V (TRANSFER)	5 minutes	5.11
<input type="checkbox"/>	Electronic Instrument ⓘ Inst AT252111W (MORTGAGE)	5 minutes	5.11
<input type="checkbox"/>	Instrument Search ⓘ Inst A759094 (COVENANT)	5 minutes	5.11
<input type="checkbox"/>	Property Transaction Alert (3 months) 3 months ⓘ	5 minutes	7.95
<input type="checkbox"/>	Verify Title ⓘ		4.25
<input type="checkbox"/>	Dealings on Title ⓘ	5 minutes	0.00
<input type="checkbox"/>	Title History Search Statement ⓘ	5 minutes	12.39
<input checked="" type="checkbox"/>	Land Index Search ⓘ Land Registry		7.52
<input checked="" type="checkbox"/>	Copy of Plan ⓘ Plan LP050574	5 minutes	6.89
Property Certificate(s)			
<input type="checkbox"/>	Land Tax Certificate ⓘ State Revenue Office	10 days	25.88
<input type="checkbox"/>	Vicroads Certificate ⓘ VICROADS	10 days	27.64

Note: Select the 'Instrument Search' box if you wish to obtain a copy of a covenant or caveat such as a Section 173 Agreement.

Step 4. Register your details or login if you have an existing account.

Southern Rural Water	Special Meter Reading ⓘ SOUTHERN RURAL WATER	7 days	137.15
Sewer WANN			54.54
Water WANN			93.86
Water WANN			174.16
Crown DELW			17.50
Nation Nation			114.63
Extra Enviro			20.55
inc. Service Charge			\$6.84
inc. Total GST			\$0.68
Total amount due			\$21.66

LANDATA® ✕

To purchase certificates you will need to be a registered user. Please login or register if you are a new user

Register

OR

Login

Step 5. Enter preferred delivery method.

Step 6. Enter payment details.

Step 7. Confirm order and retrieve PDF from your email inbox.

Step 8. Provide a copy of the 'Register Search Statement (title)', 'Title Plan' and any relevant 'Instruments' with your planning permit application.