Application to register a community titles scheme

*Transfer of Land Act 1893*

*Community Titles Act 2018* (CTA)

**Parent land**

| Land description | Extent | Volume | Folio |
| --- | --- | --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ ­ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |

**Scheme number of the Parent land (if applicable)[[1]](#footnote-2):** \_\_\_\_\_\_\_\_\_

**Applicant(s)[[2]](#footnote-3)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_

**Operative words**

The Applicant applies to the Registrar of Titles to register the community titles scheme over the land described above by registration of the Scheme documents specified below.

**Scheme documents**

* Scheme plan

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Plan number |  | Number of lots (excluding vesting lots[[3]](#footnote-4)) |  | Select applicable scheme tier number: | | | | | | | | |
|  | Tier 1 |  | | Tier 2 | | |  | Tier 3 | |  |
|  | \_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_\_ |  |  | |  |  | |  |

* Scheme notice
* Schedule of unit entitlements
* Community titles scheme by-laws

**Community development statement (CDS)**

|  |
| --- |
| * If this application is to register a Tier 1 scheme, an **Application to register a community development statement or amendment** must accompany this application. Please complete the following:   CDS Number[[4]](#footnote-5): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Western Australian Planning Commission (Planning Commission) first approval date[[5]](#footnote-6): \_\_\_\_\_\_\_\_\_\_\_\_\_\_   * If this application is to register a Tier 2 or Tier 3 scheme:  1. Has the Planning Commission approved an amendment of the CDS in connection with the above Scheme plan?   Yes  No   1. If yes to question 1, state the CDS amendment number and date approved by the Planning Commission.   CDS amendment number[[6]](#footnote-7): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date amendment approved by Planning Commission[[7]](#footnote-8): \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Accompanying documents**

|  |  |
| --- | --- |
|  | **Application to register a community development statement or amendment**[[8]](#footnote-9)**,** if applicable |
|  |  |
|  | Written consent from the holder of each type 1 interest or type 2 interest[[9]](#footnote-10) (to the subdivision of the parcel or lot by the community titles scheme and schedule of unit entitlements), if any |
|  |  |
|  | Written consent from the holder of each type 1 interest or type 2 interest9 and/or holder of another interest registered under the *Transfer of Land Act 1893* (for purposes other than to the subdivision of the parcel or lot by the community titles scheme, e.g. creation of s.136C TLA easement), if any |
|  |  |
|  | **Statement to deal with land**, if applicable |

## [Click on triangle icon to expand and complete, if applicable]

The Applicant provides the following instructions to the Registrar of Titles on how the current limitations, interests, encumbrances, and notifications registered or recorded in the Register relevant to the Application are to be dealt with. Appropriate documents required to give effect to these instructions, accompany this Application.

| **Certificate of Title Vol/Fol** | **Limitations, interests, encumbrances and notifications**  **[List all by document type and number[[10]](#footnote-11)]** | **Action[[11]](#footnote-12)** |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## **Execution**[[12]](#footnote-13)

Execution date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| Lodged by:[[13]](#footnote-14) | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | Instruct if any documents are to issue to other than Lodging Party  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Address: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Phone Number: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Email Address: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Reference Number: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Issuing Box Number: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | |  |  |
| Prepared by: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  |
| Address: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Phone Number: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Email Address: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Reference Number: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | |  |  |
| Titles, Leases, Evidence, Declarations etc. lodged herewith  1. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  3. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  4. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  5. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |  | **OFFICE USE ONLY**  Landgate Officer  Number of Items Received: \_\_\_\_\_    Landgate Officer Initial: \_\_\_\_\_\_ |

1. Not required when registering a tier 1 scheme. [↑](#footnote-ref-2)
2. State the full name of the owner(s) of the Parent land and the address to which future notices can be sent, if the current address for service of notices to the Applicant(s) is to be amended. [↑](#footnote-ref-3)
3. See vesting lots on scheme plan created under s.152 *Planning and Development Act 2005* (P&D Act) or refer to SUB‑01 Subdivision, Section 13.2 “Section 152 of the P&D Act”. [↑](#footnote-ref-4)
4. This number should match the number shown on the accompanying **Application to register a community development statement or amendment**. [↑](#footnote-ref-5)
5. This is the date the CDS was first approved by the Planning Commission for the community scheme to which the Tier 1 scheme belongs. Refer CTA section 27(1) and (2) for circumstances when a CDS or amendment of CDS approved by the Planning Commission ceases to have effect. [↑](#footnote-ref-6)
6. This is the CDS amendment number approved by the Planning Commission connected to the above Scheme plan. It should match the CDS amendment number shown on the **Application to register a community development statement or amendment,** if such application accompanies this Application to register a Tier 2 or Tier 3 scheme. [↑](#footnote-ref-7)
7. This is the date that the CDS amendment was approved by the Planning Commission. Refer CTA section 27(1) and (2) for circumstances when a CDS or amendment of CDS approved by the Planning Commission ceases to have effect. [↑](#footnote-ref-8)
8. An **Application to register a community development statement or amendment** must accompany the Application to register a Tier 1 scheme. It will only be required for a Tier 2 or Tier 3 scheme if the answer to question 1 above is Yes and the CDS amendment number has not been registered at Landgate. [↑](#footnote-ref-9)
9. Refer section 3(1) of the CTA for meaning of type 1 interest or type 2 interest. [↑](#footnote-ref-10)
10. e.g. Mortgage M12345. [↑](#footnote-ref-11)
11. Insert whether it is being discharged, withdrawn, otherwise removed, brought forward in full, modified or varied, e.g. Discharge off Lot 1. [↑](#footnote-ref-12)
12. See Land Titles Policy & Procedure Guide “SIG-01 Signing of Documents” (and associated guides) in relation to execution requirements. [↑](#footnote-ref-13)
13. Lodging Party Name may differ from Applicant Name. [↑](#footnote-ref-14)