Disposition Statement –

Conversion of tenancy in common to strata titles scheme

*Strata Titles Act 1985* section 224(2)(f)

*Strata Titles (General) Regulations 2019* Regulations 167 and 168

Scheme Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certificate of Title[[1]](#footnote-2): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Land: The land described in the Certificate of Title.

All the owners of the Land (Owners) being tenants in common in proportions specified in the Certificate of Title to the Land have applied to the Registrar of Titles for registration of a strata titles scheme over the Land that is a freehold strata/survey-strata scheme or leasehold strata/survey-strata scheme (freehold/leasehold scheme).

The Owners, persons having registered interests in the Land (registered interest holders) and caveators in respect of the Land agree that:

* the lots and common property in the scheme plan for the freehold/leasehold scheme are to be disposed of and vested in the manner in Table A and Table B below;
* if the scheme is a leasehold scheme,
* the Owners are always the lessor of the strata lease for each lot in the scheme plan in the same proportions as they held the Land as tenants in common immediately before the disposition; and
* the person in whom a lot in the scheme plan is to vest is the lessee of the strata lease attached to the lot;
* registered interests and caveats over the Land or any part are to be disposed of in the manner set out in Table A and Table B below.

| **TABLE (A) - LOTS** |
| --- |
| **Lot Number** | **Full name in which lot is to vest[[2]](#footnote-3)** | **Registered interest or caveat[[3]](#footnote-4)** | **Holder of registered interest/ caveator** |
|  |  |  |  |

|  |
| --- |
| **TABLE (B) - COMMON PROPERTY** |
| **CP Number[[4]](#footnote-5)** | **Registered interest or caveat[[5]](#footnote-6)** | **Holder of registered interest/ caveator** |
|  |  |  |

The Owners confirm that additional consideration (if any) to be paid or given or which has been paid or given as set out in Table C below has been duty assessed.

|  |
| --- |
| **TABLE (C) - CONSIDERATION paid or given or to be paid or given** |
| **By whom** | **To whom** | **Consideration** |
|  |  |  |
|  |  |  |

If the scheme is a leasehold scheme, the Owners direct the Registrar of Titles to endorse the Certificate of Title in accordance with section 57(2)(b) of the Act.

**Execution**[[6]](#footnote-7)

Date of Execution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| [Insert corporation clause here, if applicable][[7]](#footnote-8) |
| Signature | Signature |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name |
| In the presence of: | In the presence of: |
| Witness Signature | Witness Signature |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Occupation | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Occupation |

**AND**

REGISTERED INTEREST HOLDERS & CAVEATORS SIGN HERE:

Date of Execution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| [Insert corporation clause here, if applicable][[8]](#footnote-9) |
| Signature | Signature |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Lot Number and Registered Interest/Caveat Details | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Lot Number and Registered Interest/Caveat Details |
| In the presence of: | In the presence of: |
| Witness Signature | Witness Signature |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full Name |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Occupation | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Occupation |

|  |  |  |  |
| --- | --- | --- | --- |
| Lodged by:[[9]](#footnote-10)  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | 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 OfficerNumber of Items Received: \_\_\_\_\_ Landgate Officer Initial: \_\_\_\_\_\_ |

1. Insert vol/folio of the land to be subdivided by strata titles scheme. [↑](#footnote-ref-2)
2. Each of the owners must become an owner of at least one lot in the strata titles scheme and any lot may vest in any one or more of the owners. Insert tenancy and shareholding where a change is required. [↑](#footnote-ref-3)
3. Provide document number and purpose. [↑](#footnote-ref-4)
4. If applicable. [↑](#footnote-ref-5)
5. Provide document number and purpose. [↑](#footnote-ref-6)
6. See Land Titles Policy & Procedure Guide “SIG-01 Signing of Documents” (and associated guides) in relation to execution requirements. [↑](#footnote-ref-7)
7. Witness not required when signing by a corporation under section 127 of the *Corporations Act 2001*. [↑](#footnote-ref-8)
8. Witness not required when signing by a corporation under section 127 of the *Corporations Act 2001*. [↑](#footnote-ref-9)
9. Lodging Party Name may differ from Applicant Name. [↑](#footnote-ref-10)