

# TOWN PLANNING CERTIFICATE OF TITLE

## Information sheet

### What is a Certificate of Title?

A Certificate of Title is an official record of land ownership which can include information about mortgages, covenants (restrictions), caveats and easements.

For town planning applications, the Certificate of Title must be less than three months old.

### How do I obtain a Certificate of Title?

Titles can be obtained in the following ways:

- Online [www.landata.vic.gov.au](http://www.landata.vic.gov.au)
- Phone: 8636 2456
- In person: Land Information Centre  
Level 10, 570 Bourke street Melbourne

**Please note:** you do not need to be the owner to obtain a Certificate of Title online.

### What does a Title look like?

A complete Certificate of Title must include:

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Register Search Statement - Volume Folio

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958
-----
VOLUME      FOLIO      Security no :
Produced

LAND DESCRIPTION
-----
Lot 1 on Title Plan      (formerly known as part of Portion
PARENT TITLE Volume      Folio
Created by Instrument

REGISTERED PROPRIETOR
-----
Estate Fee Simple
Sole Proprietor

ENCUMBRANCES, CAVEATS AND NOTICES
-----
CAVEAT
Caveator

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section
24 Subdivision Act 1988 and any other encumbrances shown or entered on the
plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION
-----
SEE      FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS
-----
NIL

-----END OF REGISTER SEARCH STATEMENT-----
Additional information: (not part of the Register Search Statement)
Street Address:

DOCUMENT END

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### Registered search statement

Contains information relating to:

- land description;
- registered owners; and
- covenants or encumbrances.

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## What is a Certificate of Title?

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TITLE PLAN	EDITION 1				
Location of Land Parish: Township: Section: Crown Allotment: Crown Parcel: Last Plan Reference: Derived From: Expiry Limitation:	Notations ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN				
Description of Land / Essential Information THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT COMPLETED 23/12/2009 VERIFIED: AA					
<table border="1"> <thead> <tr> <th colspan="2">TABLE OF PARCEL IDENTIFIERS</th> </tr> </thead> <tbody> <tr> <td>PARCEL</td> <td>1</td> </tr> </tbody> </table>		TABLE OF PARCEL IDENTIFIERS		PARCEL	1
TABLE OF PARCEL IDENTIFIERS					
PARCEL	1				
LENGTHS ARE IN METRES Scale:	Sheet 1 of 1 sheets				

## Title or plan diagram

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1333248

VICTORIA

We MARGARET ELOISE TAYLOR and ROSA VICTORIA JEFFREE of the Parish of ...  
 do hereby certify that the above described land being registered as the property of ...  
 and being subject to the encumbrances notified hereunder in consideration of the sum of ...  
 Two hundred and thirty four pounds paid to us by ARTHUR EDWIN JEFFREE ...  
 JEFFREE tramway Employer and ROSA VICTORIA JEFFREE married woman ...  
 both of "Cantmore" Maxwell Grove Camfield ID HEREBY TRANSFERRED to the said ...  
 and interest in ALL THAT piece of land being lot 42 on Plan or subdivision No. 9257 ...  
 and being part of crown allotments 34 and 35 ...  
 described in Certificate of Title entered in the register Book Volume 5385 ...  
 and the said Arthur Edwin Jeffree and Rosa Victoria Jeffree do hereby ...  
 of their heirs executors administrators and assigns registered proprietor or proprietors ...  
 of their executors administrators and transferees registered proprietor or proprietors ...  
 of the said land hereby transferred AND IF IN ANY FUTURE CERTIFICATE OF TITLE ...  
 for the said land hereby transferred or any part or parts thereof an encumbrance affecting the same.

DATED the 29<sup>th</sup> day of August 1927.

SIGNED by the said MARGARET ELOISE TAYLOR and ROSA VICTORIA JEFFREE in the presence of  
*Henry Manning*

SIGNED by the said ARTHUR EDWIN JEFFREE and ROSA VICTORIA JEFFREE in the presence of  
*Henry Manning*  
*Arthur Edwin Jeffree*  
*Rosa Victoria Jeffree*

ENCUMBRANCES REFERRED TO:  
 as to the said lot hereby transferred as is shown in the said plan of subdivision and easements implied under Act 3166.

## Restrictive Covenant

A Restrictive Covenant is a written agreement between the seller and purchaser of a piece of land restricting what the land can be used for. For example, restricting the type of building material the purchaser can use.

If there is a Registered Restrictive Covenant listed on the Registered Search Statement, a copy of the Covenant must be provided.



GLEN EIRA CITY COUNCIL

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### COVENANT DECLARATION

A RESPONSIBLE AUTHORITY IS PROHIBITED FROM GRANTING OR AMENDING A PERMIT, OR AMENDING PLANS APPROVED UNDER A PERMIT IF ANYTHING AUTHORISED BY THE PERMIT OR AMENDMENT WOULD RESULT IN A BREACH OF A REGISTERED RESTRICTIVE COVENANT, (SECTIONS 61(4)) OF THE PLANNING AND ENVIRONMENT ACT 1987.

**PLEASE NOTE:**

- This form is only suitable for applicants who have a covenant on the Certificate of Title and consider that the grant of a permit will not breach the covenant. This includes an amended permit.
- This form is to be completed if a covenant pertains to the land & submitted when lodging for an application or if requested by Council.
- Refer to Councils information sheet regarding Restrictive Covenants for options and more information.

**Your details**

Name:	
Address:	
Phone:	

**The land**

Address:	
Application number:	
Does the permit you have sought authorise anything that would result in a breach of the covenant?	Yes/No (Please circle) If No - Please explain how the proposal will not breach the restrictive covenant: ..... ..... ..... Note: if Council disagrees you will be contacted. If Yes - Please explain how the proposal will breach the restrictive covenant: ..... ..... ..... Refer to Councils information sheet on Restrictive Covenants for more information and options.

Signature..... Date.....

**Information Privacy**

The personal information requested is required primarily for the provision of the service referred to on this form and will only be shared with those directly responsible for providing that service. If information is not provided, Council may not be able to deliver the service. For more information about privacy at Glen Eira City Council, including the right to seek access to any information

### Covenant Declaration

If a Restrictive Covenant applies to a subject site, and the grant of a permit will not breach the Covenant, a Covenant Declaration form will need to be provided with your application.

For further information regarding Restrictive Covenants, refer to the Restrictive Covenant information sheet.

## Contact

Glen Eira City Council  
Corner Glen Eira and Hawthorn Roads, Caulfield

Telephone: 9524 3333  
Fax: 9523 0339  
Website: [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au)  
Email: [mail@gleneira.vic.gov.au](mailto:mail@gleneira.vic.gov.au)

### Office hours

Monday, Wednesday, Thursday and Friday 8.30am–5pm, Tuesday 8.30pm–7.15pm

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