



Request for Title Search

Applicant Details

Applicant _____

Postal Address _____

Postcode _____

Telephone _____ Fax _____

Email Add _____

Details of Property to be Searched

Number	Street / Road		City / Suburb / Town		Postcode
Lot/s	LP/PS	Volume ¹	Folio ¹		
Crown allotment	Section	¹ Volume and folio is required to carry out title search			

Request Details

Department for which search is required _____

Responsible officer _____

Applicant's signature _____ Date _____

OFFICE USE ONLY

Order No. _____

Date _____

Send copy to applicant Yes No

Please note you will receive two invoices for this application. Council charges an administrative fee of \$50, payable upon application, plus the cost of the title package, payable once the package has been generated as these fees vary. In signing this document, you are accepting the conditions of undertaking a title search on your behalf.

The collection and handling of personal information is conducted in accordance with Council's Privacy Policy which is displayed on Council's website and available for inspection at, or collection from, Council's customer service centre/s. Please refer to the Privacy Policy for further information about your rights and Council's obligations.