



A message from the ACT Land Titles Office

Dear Client

Please see below for your June update from the Land Titles Office.

Regards

Sean Quinn

Land Titles 2026/27 Financial Year Fees

<u>Lodgement Fees</u>	<u>2025/26</u>	<u>2026/27</u>
Common Lodgement, MOP, Crown Lease	\$178.00	\$184.00
Transfer	\$479.00	\$496.00
Caveat	\$348.00	\$360.00
Surrender Re-Grant	\$356.00	\$368.00
Plan	\$689.00	\$713.00
Deed (POA and Revocation)	\$147.00	\$152.00

<u>Requisition Fees</u>	<u>2025/26</u>	<u>2026/27</u>
Simple	\$124.00	\$128.00
Complex	\$248.00	\$256.00
Unit Plan (+ \$15.00 per unit after 30 units)	\$471.00	\$487.00 + \$16.00 per unit
Sublease Plan	\$471.00	\$487.00

<u>Pre-Lodgement Fees</u>	<u>2025/26</u>	<u>2026/27</u>
Simple	\$83.00	\$86.00
Complex	\$165.00	\$170.00
Unit Plan (+ \$10.00 per unit after 30 units)	\$319.00	\$329.00 + \$11.00 per unit
Sublease Plan	\$319.00	\$329.00

<u>Search Fees</u>	<u>2025/26</u>	<u>2026/27</u>
Title, Historic, Crown Lease	\$35.00	\$36.00
Sublease Database Search	\$10.00	\$10.00
Check Search (self-serve via ACTLIS)	NIL	NIL
Instrument/Dealing	\$23.00	\$24.00
Plan Search	\$25.00	\$26.00
Certified copies per page	\$32.00 to \$107.00	\$33.00 to \$110.00
Certified copy of Deed	\$31.00 to \$100.00	\$32.00 to \$103.00

Land Titles Practice Manual

Attached to this notification is an updated copy of the Land Titles Practice Manual, which will shortly be uploaded to the [Access Canberra website](#).

Please note that the Land Titles Practice Manual will continue to be updated and refreshed periodically. It is encouraged to regularly check the [Access Canberra website](#) to ensure you are referring to the most current version.

Model Operating Requirements (MOR) Version 7.2

The Australian Registrars National Electronic Conveyancing Council (ARNECC) has approved Version 7.2 of the MOR. Version 7.2 introduces regulatory updates which include but not limited to, Continuous Improvement for all ELNO's (Electronic Lodgment Network Operator), CPI Increase, and other less impactful, minor amendments including minor clarifications and update to definitions.

Detailed amendments and the Explanatory Notes for Version 7.2 can be found on the [ARNECC website](#)

The ACT Operating Requirements have also been amended and have been notified on the Legislation Register. The updated Operating Requirements will take effect from 28 June 2026.

Version 8 of the MOR and MPR has now been published on ARNECC's website for consultation: [Model Operating Requirements - ARNECC](#) and [Model Participation Rules – ARNECC](#). The consultation period will close at 5pm AEST 17 July 2026.

Updating addresses for Service of Notices

Where an instrument (for example, a Transfer, Transmission, or Caveat) or supporting form (such as a Buyer Verification Declaration) is lodged for registration, it may include an address for service of notices. This address may be used for the service of notices by the Registrar-General.

For example, in relation to a Caveat, the Registrar-General may use this address to notify the registered proprietor of the lodgement of an instrument or in connection with court proceedings.

To update an address recorded on the register, a Change of Address Instrument must be lodged for registration with the Land Titles Office.

You will find attached to this notification:

- Change of Address for Service of Notices form; and
- Change of Address for Service of Notice on an Instrument form (for example, for a Caveat).

All relevant instruments and guidance notes are available on the [Access Canberra website](#).

Uploading attachments in PEXA

When uploading an attachment for an electronic workspace through PEXA, please ensure that only the approved attachment types are uploaded, namely **Consents** and **Annexures**. Uploading unapproved attachment types or a password protected attachment, may result in a requisition being raised.

The [Access Canberra website](#) provides details of the transaction types that are available for lodgement through PEXA.

Seller Verification Declaration (SVD) Unit Number Validation

When completing the Property Details section on an SVD, the registered unit number must be entered, not the door number. For a single unit, enter the registered unit number in the "Unit" field. For multiple units with the same owner, use the "Unit Numbers" field (for example: 1, 2, 3, 4, 5–12).

As of 9 June, a notification has been added to the PEXA workspace, in collaboration with PEXA, to remind users where an SVD is required.

Seller's Verification Declaration (SVD)



Important: Unit Number/s in the Land details entered into the SVD are not validated by ACTLIS. Please ensure all details are correct to avoid delays or requisitions.

Requisitioned Instruments

As of 18 May 2026, the Land Titles Office has updated the process for distributing and receiving requisitions.

All requisitions issued by the Registrar-General, will be distributed through the newly created LTORequisitions@act.gov.au inbox.

All PEXA requisitions being resubmitted for assessment or registration, must be email through to LTORequisitions@act.gov.au. A requisition sent to another inbox may be missed and may not be actioned.

Registration Timeframes

The Land Titles Office is currently registering non-complex instruments lodged 18 June 2026. The [ACTLIS](#) home page is updated with the registration timeframe. You can also perform a check search on the title to view the registration status.

Access Canberra Website

The [Access Canberra Website](#) and the [ACTLIS home page](#) will continue to be updated with information, updates to forms, new versions of guidance notes, and any updates to e-conveyancing.

Have a question or need assistance? Click the Contact us form button at the end of the [ACTLIS home page](#) or Telephone: (02) 6207 0491 between the hours of 9:00am and 5:00pm, Monday-Friday excluding public holidays.

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