

## ACT Land Titles Update – 23 November 2023

### National Mortgage Form Addendum

The ACT Land Titles Office has now updated the online [National Mortgage Form](#) and the National Mortgage Form Addendum has been published on the [ARNECC website](#). Mortgages lodged on the current form will be accepted until 29 February 2024.

### Christmas Shutdown

The ACT Land Titles Office will be closed from Friday 22 December 2023 at 3pm and will reopen on Tuesday 2 January 2024 at 9am. The Dickson Specialised Centre will remain closed until Monday 8 January 2024 at 9am. During this time, the ACT Land Titles Office will not be available for bookable appointments. For paper lodgements, the drop box will be in [480 Northbourne Avenue](#) Dickson at the security desk. Lodgements through an Electronic Lodgement Network Operator (ELNO) will not be affected. The ACT Land Titles Office will be available by phone as normal.

### Lodgement of Unit Plans before the Christmas shutdown

Wednesday 13 December 2023 will be the final date for lodgment of Unit Plans before the Christmas shutdown. The Land Titles Office will endeavour to get all Unit Plans lodged on or before this date, registered before Christmas. Unit Plans lodged after this date will require a new certificate of rates for the first quarter of 2024.

### Compliance Examinations

All ELNO Subscribers and paper instrument Certifiers are reminded that they must comply with a Compliance Examination notice issued by this office. Please note that a failure to comply may result in further regulatory action.

### Guidance Notes

The Access Canberra Website will be updated shortly to include a new version of guidance notes for each form. Please familiarise yourself with these guidance notes to avoid potential requisitions.

Guidance notes are of a general nature and are not intended to, and cannot, replace the advice of a Legal Practitioner.

### Consideration on paper and PEXA Instruments

Please ensure that the value entered into the Consideration Field of the transfer form must reflect the total value of the property, being the higher of the consideration or market value, including GST is applicable. Transfers will be requisitioned if the consideration amount is \$1.

### Registration Timeframes

The Land Titles Office is currently registering dealings lodged 08 November 2023. The [ACTLIS](#) website is updated with the registration timeframe. You can also perform a check search on the title to view the registration status of documents lodged.

## Access Canberra Website

The [Access Canberra Website](#) and the [ACTLIS front page](#) will continue 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.

