TITLE CREATION INSTRUCTIONS

PLAN NUMBER:

Lodgment Date:

CANCELLATION DIRECTIONS

Title	Cancellation

FOLIO CREATION DIRECTIONS

See Minute…….(where applicable)

Create folios for lot(s):……

Create Dummy Records for Lot(s):……

DEALINGS TO FOLLOW

Lot(s) Affected	Number

DOCUMENT DELIVERY INSTRUCTIONS

REFERENCE	Deliver to (Box No. or Address)	REFERENCE	Deliver to (Box No. or Address)

DRAFTWRITING INSTRUCTIONS