

PRIMARY APPLICATION CHECKLIST for LODGING AGENTS and SOLICITORS

This checklist must accompany the original application when lodged in LPI for registration

Note: This checklist is designed to compliment items in letters of requisition. Numbering is aligned to a requisition database. Items 18.4 and 18.11 do not require completion

Y = Yes and NA = Not Applicable

Item	Primary Applications	Y	NA
18.1	Appropriate evidence lodged to support claim for adverse possession		
18.2	Primary Application is complete		
18.3	Based upon a suitable plan of survey		
18.4	Application delayed pending satisfaction of certain matters		NA
18.5	Stamp duty marked by Office of State Revenue		
18.6	All deeds or an appropriate Statutory Declaration furnished		
18.7	Signed by an individual in the presence of a prescribed functionary (not by a company under seal)		
18.8	Witness is a prescribed functionary		
18.9	Lease registered as an RP dealing or lessee acknowledged that no notification will appear on title		
18.10	Devolution of documentary title and list of evidences for possessory claim shown as separate items under schedule 2 on page 3 of the application. Necessary searches supplied		
18.11	Reference to Fact Sheet "How to Prepare and Lodge a Primary Application"		NA

I have used the checklist to assist with lodgment of this application and all relevant items have been addressed.

Name:

Signed:

Date:

Surveyor's Reference: