



Mail to: Mitchell office - GPO Box 1908 Canberra 2601 or fax: (02) 6207 5353.
If you have difficulties completing this form please telephone (02) 6207 8166.

Applicant to complete:

Block Section Unit (if applicable)

Suburb Postcode

Street number Street address

Name of applicant

If a company,
name of contact

Postal address

Street address

Phone (business hours) Fax

User ID number

Please note that the information provided is limited to the material contained on the building file at the time of completing the conveyancing enquiry.

Note: Our aim is to provide a 4 to 5 full working day turnaround period for the standard services. Fast track services will only be accepted when ESD has the resources available to deliver the service.

The turnaround time commences from the receipt of form at Mitchell and does not include delivery time by mail or DX, weekends and public holidays.

Please indicate how you want the search documents delivered to you: (please tick the box)

- Collected at Mitchell counter (phone when ready)
- Posted
- Collected at _____ ACT Government shopfront
- DX number _____

Please indicate the turnaround period within which you require the search results: (please tick the box)

- Standard \$78.10
- Fast track \$249.4* (GST incl.)

Additional documentation (fees will apply) Sanitary drainage plan (\$19.70 additional)

Other additional information requests: _____

OFFICE USE ONLY

Trim number

Fees

Date completed

Conveyance Officer's initials

Applicant's declaration

I declare that the particulars of this application for search are true and correct and I am the person indicated by an X in the relevant box below

- I am the owner
- I have authorisation (attached) from the trustee of the deceased estate
- I am the solicitor acting on behalf of the owner
- I have authorisation for power of attorney (attached) for the owner
- I have authorisation (attached) from the owner
- I have authorisation (attached) from the solicitor representing the owner
- I am/act for a mortgagee in possession

Signature

Date: