

Request for Searches and Preparation of Form 1 – 2024/2025

Sale Property Address:

Certificate of Title Volume: Folio (if known)

Real Estate Agency:

Sales Agent: Phone Number:

Owner/Vendor Information: (please provide details for **all** parties/directors on title & company name if applicable)

Name:..... Name:.....

Have you changed your name since purchasing the property? If yes, please advise name on title & the reason for change (Eg marriage):

Postal Address: Postal Address:

.....

Phone Number: Phone Number:

Email: Email:

Is this a separation matter and information is **not** to be shared between the parties? **YES** **NO**

I agree to receive the Form 1 Vendor Statement electronically via the DocuSign system **YES** **NO**

I acknowledge that certain statutory searches are required to complete the Form 1 on my behalf, which is required under the Land Agents, Conveyancers and Valuers Act. I have instructed the Real Estate Agent that Critchley & Associates Conveyancers will be my Conveyancer for the settlement of the above property. I hereby authorise and instruct SA Form 1 to apply for the following searches on our behalf and to forward a copy to the Real Estate Agent.

Residential - Torrens Title Property Search Form 1 Preparation \$330.00 (incl GST) + Searches \$441.99

Community Title Property Search Form 1 Preparation \$363.00 (incl GST) + Searches \$544.84

Strata Title Property Search Form 1 Preparation \$363.00 (incl GST) + Searches \$581.84

* Please note - the above amounts do not include any additional documents registered on the Title e.g. Encumbrances, By Laws, Scheme Descriptions or any other registered Documents and updates that may be required. Each additional document required will be ordered and incur an \$13.30 inc. GST charge.

I will pay via credit card and have completed the attached Credit Card Authorisation Form

I will EFT Funds to Critchley & Associates Trust Account BSB 065 149 Account 1032 5099
 Critchley & Associates Conveyancers will forward you an Invoice for payment once the Form1 has been completed

Deduct from Settlement Proceeds
 (I/We acknowledge that should a contract not be entered into within 90 days an invoice will be raised with payment required within 14 days)

I acknowledge that if Critchley & Associates Conveyancers are not appointed as my Conveyancer then a fee of \$55.00 inc. GST will be added to the charge. Please note that if payment is not made within 21 days then you will be liable for debt collection costs.

..... Date:

Vendor Signature

Vendor Signature

PLEASE ANSWER ALL THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE:

Sections 7 & 9 of the Land and Business (Sale and Conveyancing) Act 1994, require the Vendor and the Agent provide certain information to the purchaser of the land. This document will be used to prepare the Form 1 and then provide that information to the Purchaser and must be completed accurately and if incorrect may invalidate a contract.

Form 1 Questionnaire

Sales Details

YES NO

<p>AUCTION - Is your property being auctioned?</p> <p>If yes, please provide us with the anticipated date of the auction:</p>		
<p>OWNERSHIP- Are you acting as an Executor or as an Attorney under a Power of Attorney on behalf of a registered proprietor?</p> <p>If so, please advise on who's behalf you are acting:.....</p> <p>Please provide us with a copy of the required documentation eg. copy of the Grant of Probate and Will or Power of Attorney (Please note an original Power of Attorney document will be required to be lodged at the Land titles office prior to settlement taking place)</p>		
<p>SUBDIVISION - Is the property subject to a subdivision prior to settlement? If yes, please provide us with a copy of the proposed plan.</p>		

Division 1 – Mortgages Charges and Prescribed Encumbrances

YES NO

<p>PRIVATE LOANS - Is the property subject to any Loan or Mortgage that is NOT registered on the title? (Eg Loan from parents) If yes, please provide details of the Loan: Lender: Amount Outstanding: \$</p>		
<p>TENANCY/LEASES - Any lease, tenancy or licence to occupy – written or verbal (If no tenancy, please answer N/A) If yes, please provide Managing Agent name and contact details (If self-managed, please provide a copy of the original tenancy agreement and any extensions) If the property is currently tenanted, is the tenant remaining after settlement?</p>		
<p>EASEMENT - Do you have an Easement of Right of Way in relation to the property?</p>		
<p>ENCHROACHMENT - If your property is subject to an easement, do you have an encroachment on the easement?(where a large structure, building, shed, large tree is on the easement?) If Applicable, please provide details:</p>		
<p>APPLIANCE RENTALS - Are any of the appliances, fixtures or fittings which are to be sold with the property (such as satellite dish, alarms, gas bottles, solar panels) subject to a hire or rental agreement with a balance outstanding? If YES, please provide details:</p>		

Is the property affected by any of the following matters?

Development Act 1993

YES NO

<p>FUTURE WORKS - Have you received a notice from an adjoining owner or council detailing future building works?</p>		
<p>APPLICATIONS/APEALS - Part 11 Division 2 proceedings - Are there any applications or appeals made to the court regarding development approval disputes or other council decisions?</p>		
<p>LEGAL NOTICE OF WORKS - Have you received any legal action or order to do works? Eg cut grass, clean up orders etc</p>		
<p>FENCING - Has there been any notice issued from your neighbours under Section 5 of the Fences Act 1975? If yes please provide a copy of the notice and any relevant correspondence</p>		
<p>OTHER – Unregistered charge of any kind affecting the land (e.g. court order, rates order, other legal action)</p>		
<p>COUNCIL INTEREST TREES - Planning, Development & Infrastructure Act 2016 - Are you aware that there is a tree declared to be a 'significant' tree or a stand of trees declared to be 'significant' trees on the land?</p> <p>If yes, please state the date of the declaration and who made this declaration and explain the tree or trees on the land in respect of which this declaration was made:</p>		

Particulars relating to Aluminium Composite Panels

Aluminium Composite Panels (ACP) are light weight aluminium sheets frequently used for external cladding, insulation and signage.

YES NO

ALUMINIUM COMPOSITE PANELS - Have you received a notice or a report that a building on the land has been identified as part of a South Australian Building Cladding Audit? If yes, please provide notice/report and relevant correspondence		
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Division 2 – Other Particulars

YES NO

TITLE CHANGES - Have there been any changes of ownership affecting the title in the last 12 months (Including if you have purchased the property in the past 12 months)?		
BUILDERS WARRANTY/INDEMNITY INSURANCE - Have you signed a build contract with a Licensed Builder for works in the last 5 years valued at more than \$12,000 where builders insurance was required? If YES , please provide a copy of the policy		
COMMERCIAL/BUSINESS USE - Is the property used for Commercial or Business Purposes?		
ASBESTOS - If so, is there any building on the Land that contains Asbestos which requires an Asbestos Register or Management Plan? If yes , please provide a copy of this and relevant supporting documentation		
COURT OR TRIBUNAL MATTERS - Are there any court or tribunal processes, current or underway relating to the property in relation to a claim the value of which is \$5,000 or more?		

Particulars relating to Community Lot or Strata Unit

YES NO

COMMUNITY/STRATA MANAGEMENT - Contact Details of Community/Strata Corporation (required): Contact Name, Phone Number and Email address If self-managed , please provide a copy of the Community / Strata Insurance and our office will be in touch regarding additional information.		
BREACHES - Are you aware of any breach of the Community/ Strata Rules?		

Particulars of Water Allocation for Irrigation Purposes

YES NO

WATER LICENCE/ENTITLEMENT - Is there a Water Licence or Water Access entitlement to be transferred to the Purchaser at Settlement?		
BORE WATER LICENCE - Is there are Water Licence to draw water from a bore?		

Particulars relating to Livestock Act 1997

YES NO

LIVESTOCK NOTICE - Has any notice under section 33 or 37 of the Livestock Act 1997 been made that affects, presently or prospectively, enjoyment of the land		
LIVESTOCK ORDER - Has any order under section 38, or notice under section 72 of the Livestock Act 1997 been issued to the Vendor in relation to the land or any building on the land		

Particulars relating to Environment Protection of the Land

ENVIRONMENTAL PROTECTION - Is the vendor aware of any of the following activities ever having taken place at the land (other than for ordinary domestic activities) **before or after** the vendor acquired the land? (please refer to the Environment Protection Act 1993 (SA) & Dangerous Substances Act 1979 for any clarification)

	YES	NO
Manufacturing activity		
Storage, handling or disposal of waste or fuel or other chemicals		
Prescribed commercial or industrial activities		
Importation of soil or other fill from a site at which may have stored or handled waste, fuel or other chemicals, or where a prescribed commercial or industrial activity has taken place		
Any Environmental assessment before or after you have purchased the land?		
Any other activity that may be relevant to either Act?		

If yes to ANY of the above, please provide details (or attach any documentation):

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Is there any further information or comments relating to the Property that the vendor is aware of? If yes provide detail:

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Acknowledgement by the Vendor/s

I/We.....
 the Vendor/person representing the vendor DO HEREBY STATE that to the best of my knowledge and after inquiry by me the above information supplied is true and correct and is a full disclosure of all required information and I will advise the Agent of any changes to this information and all further information arising in relation to the property. I am aware that incorrect or incomplete information in relation to claims which I might incur to the Purchaser and or third parties relying on the information given by me. If I sign as authorised person I warrant my authority to do so is valid and not withdrawn and is in writing as appointee or attorney of the Vendor.

.....
Vendor Signature

.....
Vendor Signature

Date:

Credit Card Authorisation Form

Please fill in if you are wanting to pay via credit card

Card Type:	VISA Mastercard AMEX Other _____
Cardholder Name (as shown on card):
Card Number:	_____
Expiry Date:	___ / ___
CVV:	___

I / We, authorise Critchley & Associates Conveyancers to charge my credit card above for the agreed sum for preparation of the Form 1 and searches.

Payment will be processed once the Form 1 has been prepared and provided to you or your agent.

.....
Cardholder Signature

.....
Date

This Authority will be destroyed once payment has been processed.