

## Request for Searches - 2018/2019

**Sale Property Address:** .....

Certificate of Title Volume: ..... Folio: ..... (if known)

**Real Estate Agency:** ..... **Sales Person:** ..... **Ph:** .....

**Vendor Information:**

Name(s): .....

Postal Address: .....

Contact Ph: ..... Mobile: ..... Email: .....

I/We acknowledge that certain statutory searches are required by the Real Estate Agent to complete the 'Form 1' on our behalf, which is required under the Land Agents, Conveyancers and Valuers Act.

I/We have instructed the Real Estate Agent that you will be our Conveyancer for the settlement of the above property. I/We hereby authorise and instruct you to apply for the following searches on our behalf and to forward a copy to the Real Estate Agent.

Full Request:	Please tick selection		
	Standard		Urgent
<b>Searches Residential *</b> (Includes Property Interest Report and Council Search)	\$388.35 inc. GST		\$401.22 inc. GST
<b>Strata/ Community Property Searches *</b> <b>Strata Manager (required):</b> ..... (Includes property Interest Report, Council Search and Strata/ Community Manager Search, plan)	\$473.49 inc. GST		\$522.66 inc. GST

\* Please note the above amounts do not include any additional documents registered on the Title e.g Encumbrances, By Laws, Scheme Descriptions, Development Contracts or any other registered Documents. Each additional document required will be ordered and incur an \$11.00 inc. GST charge.

**I/We request Critchley & Associates deduct the above costs from our sale proceeds #**

**I/We will EFT funds to Critchley & Associates Trust Account BSB: 065 149 Account: 1032 5099 \***

# This option can only be selected if Critchley & Associates Conveyancers will be your Registered Conveyancer

\* Please note - Critchley & Associates Conveyancers will forward you a final Tax Invoice to make payment

If the property is not sold within three (3) months of the date of this request, then I/We undertake to repay the above Searches Costs to Critchley & Associates Conveyancers within Seven (7) days of receipt of the invoice from Critchley & Associates Conveyancers.

I acknowledge that if Critchley & Associates Conveyancers are not appointed as my Conveyancer then a fee of \$55.00 inc. GST may be added to the cost of the searches.

.....

**Vendor Signature**

.....

**Vendor Signature**

Dated:.....

**Once form is completed and signed, please return via email to [searchrequest@mhcritchley.com.au](mailto:searchrequest@mhcritchley.com.au) or fax to 8264 4578. If you have any questions or queries, please do not hesitate to call us on 8264 9999.**