Titles QUEENSLAND

Land Title Practice Manual (Queensland)

updates post 2011

Table of Contents

Part 1—Transfer 3
Part 2—Mortgage (National Mortgage Form) 15
Part 3—Release of mortgage 20
Part 4—Request to record death 23
Part 5/5A/6—Transmission applications 25
Part 7—Lease of Freehold or Water Allocation 32
Part 8—Surrender of Lease of Freehold or Water Allocation 43
Part 9—Easement 44
Part 10—Surrender of easement 47
Part 11—Caveat 49
Part 12—Request to register writ or warrant of execution 56
Part 13—Amendment of lease, easement, mortgage, covenant, profit à prendre, or building management statement 58
Part 14—General request 61
Part 15—Request for amalgamation 73
Part 16—Request to register power of attorney or revocation of power of attorney 74
Part 17—Request to dispense with production of instrument – REMOVED 1 October 2019 80
Part 18—General consent 81
Part 19—Application for title – REMOVED 1 October 2019 84
Part 20—Schedule, enlarged panel, additional page, declaration or standard terms document 85
Part 21—Plans and associated documents 85
Part 22—Certificate of title – REMOVED 1 October 2019 96
Part 23—Priority Notice, Extension of Priority Notice and Withdrawal of Priority Notice 97
Part 24—Property transfer information 100
Part 25—Foreign ownership information 104

Part 29—Profit à prendre 106
Part 30—Mortgage priority 106
Part 31—Covenants 107
Part 32—Building management statements 109
Part 33—Release of covenant/profit à prendre 109
Part 34—Extinguishment of building management statement 110
Part 36—Carbon Abatement Interests 110
Part 37—Surrender of a Carbon Abatement Interest 111
Part 39—High-Density Development Easement 112
Part 40—Surrender of a High-Density Development Easement 113
Part 45—Community Title Schemes 114
Part 49—Water allocations 120
Part 50—Corporations and companies 122
Part 51—Trusts 124
Part 52—Administrative advices 130
Part 59—Forms 141
Part 60—Miscellaneous 147
Part 61—Witnessing and Execution of Instruments or Documents 158
Part 62—eConveyancing 161

Part 1—Transfer

Para	Paragraph heading	Summary of change	Published Date
2430	Death of Sole Trustee	Update references to Trusts Act 2025 and creation of new sub-sections	28 April 2026
2430-1	Trusteeship assumed by the Public Trustee (s.38 of the Trusts Act 2025)	New sub-section for death of a sole trustee where the Public Trustee assumes the trusteeship	28 April 2026
2430-2	New Trustee appointed under s. 40 of the Trusts Act 2025	New sub-section for death of a sole trustee where a new trustee is appointed	28 April 2026
2430-3	Vesting of Trust Property in the holder of the Grant (s. 41 of the Trusts Act 2025)	New sub-section for death of a sole trustee where the trust property is vested in the holder of a Grant	28 April 2026
2430-4	New Trustee Appointed by the Personal Representative (s. 21 of the Trusts Act 2025)	New sub-section for death of a sole trustee where a new trustee is appointed by the Personal Representative of the deceased sole trustee	28 April 2026
2430-5	Where the Death of the Sole Trustee occurred prior to 28 April 2026	New sub-section setting out the requirements where a sole trustee died before commencement of the Trusts Act 2025 (28 April 2026)	28 April 2026
2570	Transfer to a Local Government as Trustee – s. 16 of the Trusts Act 2025	Updated to reflect changes in the Trusts Act 2025	28 April 2026
2580	Transfer to a Local Government other than as Trustee	Updated to reflect changes in the Trusts Act 2025	28 April 2026
5300	Attachments – Form 1 (electronic)	Updated to reflect changes in the Trusts Act 2025	28 April 2026
5300-1	Transfer to more than 4 Trustees	Updated to clarify requirements and to reflect changes in the Trusts Act 2025	28 April 2026
2040	Item 4 Consideration	Update text in relation to a Nil consideration	17 September 2025

Para	Paragraph heading	Summary of change	Published Date
2105 (deleted)	Transfer Pursuant to Part 19 of the Property Law Act 1974	Section deleted following repeal of Property Law Act 1974	1 August 2025
2350	Freehold and Water Allocation	Update text to clarify method of service of notice under the Property Law Act	1 August 2025
2370	Where Mortgagor is Deceased	Update text to clarify method of service of notice under the Property Law Act	1 August 2025
2376 2376-1 2376-2 2376-3 (new)	Where Land has been Disclaimed	Update to clarify practice in accordance wth changes to Property Law Act 2023 and inclusion of new sub sections	1 August 2025
2390	Transfer to Trustee with Trust Document or Form 20 – Trust Details Form Deposited	Clarify requirements for deposit of Trust Details Form	9 December 2024
2590	Transfer of a Lot Outside the Scheme to the Body Corporate for Additional Common Property in a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
2600	Transfer of the whole of a Lot Within the Scheme to the Body Corporate for Additional Common Property in a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
2610	Transfer of part of the Common Property in a Subsidiary Scheme to a Higher Scheme in a Layered Arrangement	Clarify requirements for execution and supporting documentation	28 August 2024

Para	Paragraph heading	Summary of change	Published Date
2620	Transfer of a Lot Created from Common Property in a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
2630	Transfer of a Lot in a Subsidiary Scheme for Common Property of a Higher Scheme in a Layered Arrangement	Clarify requirements for execution and supporting documentation	28 August 2024
2030	Item 3 Transferor Declaration	Clarify wording to be used in a declaration	22 April 2024
2050	Item 5 Transferee	Clarify requirement when the legal name of a person consists of only one name	22 April 2024
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	5 June 2023
2110	Transfer Pursuant to an Order under the Family Law Act 1975 (Cth)	Update paragraph regarding one spouse executing in a different name to that recorded on title	20 February 2023
2425	Instrument Required	Remove reference to partnership from 1 (iii) in relation to recording new trustee	20 February 2023
5105 5110 5115 (new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
2110	Transfer Pursuant to an Order under the Family Law Act 1975 (Cth)	Clarify requirement for deposit of Court Order when transferor does not execute transfer	31 October 2022
2190	Item 3 Transferor	Update text for heading from Item 3 Transfer to Item 3 Transferor	31 October 2022

Para	Paragraph heading	Summary of change	Published Date
2195 (new)	Transfer from the trustee in bankruptcy back to the bankrupt following the bankrupt's automatic discharge under section 149 of the Bankruptcy Act 1966 (Cth)	Include section relating to transfers where a bankrupt has been discharged and the property is being transferred back to the owner	31 October 2022
2330	Example Form 1 – Intermediate Purchaser	Update text to reflect change of name of Office of State Revenue to Queensland Revenue Office	31 October 2022
2350	Transfer by Mortgagee Exercising Power of Sale - Freehold and Water Allocation	Clarification of wording required in statutory declaration regarding knowledge of the service of notice of demand to ensure that the declarant has been informed of the circumstances	31 October 2022
2460 2461 (new)	Transfer in Terms of Will	Update text to clarify practice and provide information regarding statutory declaration by Beneficiary/Transferee	31 October 2022
2470	Transfer to the State	Update text to reflect change of name of Office of State Revenue to Queensland Revenue Office	31 October 2022
2480	Transfer of a Lease - Transfer of a Sublease of a State Lease	Clarify requirements for written approval by the chief executive for a Transfer of a Sublease of a State Lease where there is a general authority under section 333 of the Land Act	31 October 2022
5620	Electronic Form Examples	Clarify wording to be used in item 5 of the Trust Details Form (Electronic)	1 November 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
2040	Item 4 Consideration	Amend text to delete reference to fees under Land Title Regulation	21 June 2021
2050	Item 5 Transferee	In paragraph relating to transfers to the State, delete references to fees under Regulations	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
2230	Transfer of Part of the Land	Change regulated fee to prescribed fee	21 June 2021
2240	Transfer involving Tenants in Common	Change regulated fee to prescribed fee	21 June 2021
2470	Transfer to the State	In paragraph referring to exemption from lodgement fees, amend text to delete reference to Land Title Regulation	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
9000	Cross References and Further Reading	Delete reference to Part 48 - State Leasehold	21 June 2021
2570 2580	Various	Updated headings to differentiate between a transfer to a local government as trustee and other than as trustee. Summarised the requirements for a transfer to a local government other than as trustee.	31 May 2021
2060 4000 5000 5010 5100 5200 5300 5310 5320 5400 5600 5610 5620 5700 (new) 9000	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021

Para	Paragraph heading	Summary of change	Published Date
2010	The Interest being Transferred	Clarify the practice regarding the transfer of multiple interests (primary and secondary interests) and include a cross-reference to 59-2020	19 March 2021
2376 (new)	Where Land has been Disclaimed	Insert a new section for transfers where disclaimed property is being sold by the mortgagee exercising power of sale	19 March 2021
2490	Transfer of Mortgage	Clarify that a duty notation is required for transfers of mortgages	19 March 2021
2040	Item 4 Consideration	Text about adjustments to sales price removed	16 October 2020
2060	Item 6 Execution	Update section of Land Regulation following introduction of Land Regulation 2020	16 October 2020
2110	Transfer pursuant to an order under the Family Law Act 1975	Updated to reflect that a copy of the court order is required where the transferee/s will be holding in a different capacity	16 October 2020
2480	Transfer of a Lease	Clarify requirement to transfer an interest in the entire leased area	16 October 2020
2090 2480	Various	Updated to reflect changes made to the *Foreign Ownership of Land Register Act 1988* by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 July 2020
0000	General Law	Update text to refer to written approval by chief executive and to include reference to Section 322AA of the *Land Act 1994*	6 December 2019
2070	For State Lease or licence	Update text to refer to written approval by chief executive and to include information regarding the recording of an exemption under Section 322AB of the *Land Act 1994*	6 December 2019
2095	Transfer of Freehold or Non Freehold Land with the benefit of a Road Licence	Update text to refer to written approval by chief executive	6 December 2019
2355	State Lease	Update text to refer to written approval by chief executive and to include information about an exemption under Section 322AA of the *Land Act 1994* not applying to transfers by mortgagee exercising power of sale	6 December 2019
2480	Transfer of a Trustee Lease	Update text to refer to written approval by chief executive	6 December 2019

Para	Paragraph heading	Summary of change	Published Date
2480	Transfer of a Sublease of a State Lease	Update text to refer to written approval by chief executive and to include information regarding the recording of an exemption under Section 322AB of the *Land Act 1994*	6 December 2019
2070 2300 2335 2350 2425 2480 2490 2520 2530 2550	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2060 2379 2520	Various	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
2060	Item 6 Execution	Clarify the practice in relation to execution for a minor	1 October 2019
2495	Confirmation of Identity of Mortgagor by Mortgage Transferee	Update text in relation to confirmation of identity of mortgagor by mortgage transferee	1 October 2019
2040	Item 4 Consideration	Section organised into headings and text about adjustments to the sale price updated	17 April 2019
2380 2390 2425 2570	Various	Clarify that an original Trust Details Form must be deposited with relevant dealings	13 December 2018
2030	Item 3 Transferor	Clarify that differing parties cannot transfer to a mutual party on one document	24 September 2018
2050	Item 4 Consideration	Clarify that a reduction in price should be reflected in the consideration in Item 4 of a Form 1	24 September 2018

Para	Paragraph heading	Summary of change	Published Date
2070	Lodgement of Transfer	Include wording regarding the requirement for an acknowledgement notice to be deposited for Water Allocations subject to a Distribution Operations Licence (DOL)	24 September 2018
2330	Item 6 Execution	Update to Item 6 Execution example	24 September 2018
2000	General	Inclusion of statement that all transfers require duty notation	9 July 2018
2050	Item 5 Transferee	Removal of reference to Australian Business Number being required	9 July 2018
2050	Item 5 Transferee	Clarify requirements when transferee's legal name includes an initial or does not have a surname	9 July 2018
2070	Lodgement of Transfer	Inclusion of statement that all transfers require duty notation	9 July 2018
2420	Appointment of New Trustees	Clarify execution requirements	9 July 2018
2570	Transfer to a Local Government – s. 116 of the Trusts Act 1973	Clarify requirements for deposit of Trust Details Form	9 July 2018
2380 2390	Various	Update for the introduction of the use of the Form 20 – Trust Details Form for a transfer recording a Trustee on title.	28 May 2018
2410 2430	Death of Sole Trustee	Section 2410 changed to section 2430.	28 May 2018
2425 2430	Instrument Required	Moving clause 2430 to 2425 and updating the practice for recording new trustees to incorporate the use of a Form 20 – Trust Details Form.	28 May 2018
2570	Transfer to a Local Government – s. 116 of the Trusts Act 1973	Update to refer to the use of a Form 20 – Trust Details Form to include the Schedule of Trusts	28 May 2018
2520	Transfer by a Local Government under Chapter 4 Part 12 Division 3 of the Local Government Regulation 2012	To clarify practice where the local government is to be registered as owner	30 April 2018
2495	Confirmation of Identity of Mortgagor by Mortgage Transferee	Update reference to Part 2 – National Mortgage Form	7 March 2018

Para	Paragraph heading	Summary of change	Published Date
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
0000	General Law	Refresh text in relation to applicable sections of the *Water Act 2000*	9 October 2017
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	9 October 2017
2095	Transfer of Freehold or Non Freehold Land with the Benefit of a Road Licence	Update practice in relation to Minister's consent for transfer of a road licence	9 October 2017
2340	General	Update to include an A.C.N. for the transferor	9 October 2017
2377	Transfer by Resource Operations Licence Holder Exercising Power of Sale	Refresh text in relation to applicable sections of the Water Act 2000	9 October 2017
2480	Transfer of a Lease	Clarify practice in relation to Minister's consent for transfers of certain leases	9 October 2017
2570	Transfer to a Local Government – s. 116 of the Trusts Act 1973	Refresh text in relation to *Planning Act 2016* and *Planning Regulation 2017*	9 October 2017
2030	Item 3 Transferor	Addition of practice requiring a change of name to be lodged where an owner who has changed their name transfers part of their interest	1 March 2016
2050	Item 5 Transferee	Removal of superfluous text in relation to tenancy and shares	1 March 2016
2060	Item 6 Execution	Insertion of information in relation to a transfer lodged as an electronic conveyancing document	1 March 2016
2130	Transfer to or from the Queensland Ambulance Service	Delete Paragraph	1 March 2016
2495	Confirmation of Identity of Mortgagor by Mortgage Transferee	Clarification of wording in relation to Verification of Identity practices	1 March 2016
4000	General Guide to Completion of Forms	Insertion of information in relation to a transfer lodged as electronic conveyancing document	1 March 2016

Para	Paragraph heading	Summary of change	Published Date
All	Various	Editing to remove reference to County and Parish and to update reference to Land Title Regulation 2015	1 March 2016
2270	Transfer of a Share or Part of an Interest in a Lot or State Tenure	Clarification of text to reflect Registrar's requirements when completing a transfer involving joint tenants	10 April 2015
2450	Transfer by Personal Representative	Clarify requirements for completing item 4 of a Transfer by Personal Representative	10 April 2015
2465	Transfer Pursuant to the Rules of Intestacy	Clarification of text in example relating to a transfer pursuant to the rules of intestacy	10 April 2015
2100	Transfer to Mortgagee	Refreshing of text only due to amendment of s 63(2) of Land Title Act 1994	1 July 2014
2270	Transfer of a Share of Part of an Interest in a Lot or State Tenure	Clarification of text to reflect Registrar's requirements when completing a transfer involving joint tenants	1 July 2014
2420	Appointment of New Trustees	Clarify the execution requirements where a retiring, discharged or deceased trustee is unwilling or unable to act	1 July 2014
2520	Transfer by a Local Government under Chapter 4 Part 12 Division 3 of the Local Government Regulation 2012	Remove of text re internal processes when an interest (with overdue rates) is sold at auction	1 July 2014
2560	Transfer Affected by s 174 of the Land Act 1994	Deletion of paragraph 'Transfer Affected by s 174 of the Land Act 1994' as legislation will be deleted from 1 July 2014	1 July 2014

Para	Paragraph heading	Summary of change	Published Date
2050	Item 5 Transferee	Delete previous text that advised that corporations would be registered as tenants in common if the tenancy was not shown at item 5. Transferee's will only be registered as tenants in common (where there is no tenancy shown) upon written confirmation from the transferee or their solicitor stating that the tenancy was intentionally not shown. Include wording to identify that where a transferee is an incorporated association under the Associations Incorporation Act 1981, a certified copy of the certificate of incorporation must be deposited with the transfer.	29 November 2013
2300	Severing a Joint Tenancy under s 59 of the Land Title Act 1994 and s 322A of the Land Act 1994	Update paragraph to reflect amendments made to the s 59 of the Land Title Act 1994 and s 322A of the Land Act 1994 to alleviate the difficulty experienced by some persons wishing to utilise the relevant sections if they are unable to give a copy of the transfer to the other joint tenants, for example when a joint tenant cannot be located.	29 November 2013
2480	Transfer of a Lease	Clarify practice advising that the Registrar will not check to confirm whether all lots in a registered lease are included in a Form 1 Transfer of the lease when lodged for registration.	29 November 2013
2590	Transfer of a Lot Outside the Scheme to the Body Corporate for Additional Common Property in a Community Titles Scheme	Refreshing of text and inclusion of reference to Part 45-2540	29 November 2013
2600	Transfer of the whole of a Lot Within the Scheme to the Body Corporate for Additional Common Property in a Community Titles Scheme	Refreshing of text and inclusion of reference to Part 45-2540	29 November 2013
2040	Item 4 Consideration	Clarify practice relating to a gift made under an enduring power of attorney	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
2115	Transfer Pursuant to Part VIIIA or VIIIAB of the Family Law Act 1975 (Cth)	Clarify practice relating to Part VIIIA or VIIIAB of the Family Law Act 1975 (Cth)	25 March 2013
2420	Appointment of New Trustees	Clarify practice relating to execution by New Trustees	25 March 2013
2520	Transfer by a Local Government under Chapter 4 Part 12 Division 3 of the Local Government Regulation 2012	Clarify of practice relating to transfer by local government for overdue rates	25 March 2013
2050	Item 5 Transferee	Clarify practice relating to shares held by tenants in common and clarify practice relating to the name of a transferee	5 February 2013
2430	Instrument required	Clarify practice relating to instrument required	5 February 2013
	Various	Editing and/or clarification of current practice in paras 2580, 7010; 7020; 7030; 7040 and 7050	2 August 2012
2379	Transfer by a Receiver Appointed by a Mortgagee for the Property of an Individual	Clarify heading and practice for receiver/manager appointed for property of an individual	24 April 2012
	Various	Editing and/or clarification of current practice in paras 2030, 2060, 2270, 2340, 2370, 2377 and 2460	14 February 2012
2379	Transfer by a Receiver Appointed by a Mortgagee	Addition of practice relating to a transfer by a receiver appointed by a mortgagee	14 February 2012
	Various	Editing and/or clarification of current practice in paras 2520, 2390, 2050, 7000 and 2377	16 August 2011
2350	Freehold and Water Allocation	Clarification of practice relating to a mortgagee exercising power of sale and selling to themselves or their spouses	16 August 2011
All	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice.	13 April 2011

Part 2—Mortgage (National Mortgage Form)

Para	Paragraph heading	Summary of change	Published Date
4020	Lodger Details panel	Update guidance relating to completion of Lodger Box field	4 September 2026
5200-1 (new)	Terms and Conditions	New subsection under Prescribed Requirements and clarification of requirements for Terms and Conditions	8 December 2025
5200-2 (new)	Same Terms Mortgage	New subsection under Prescribed Requirements and clarification of requirements for a Same Terms Mortgage	8 December 2025
5300-1 (new)	Terms and Conditions	Subsection numbered and clarification of requirements for an attachment for Terms and Conditions	8 December 2025
5600-1 (new)	Approved Electronic Form	New subsection under Electronic Form	8 December 2025
5600-2 (new)	Electronic Form Examples	New subsection under Electronic Form	8 December 2025
2060	Covenants	Update in accordance with changes to Property Law Act 2023	1 August 2025
2005	Record keeping	Update text to remove reference to “approved form”	20 March 2025
4090	Example – Execution by Organisation (Australian Company) executed (without seal) by a director and secretary in accordance with s. 127 of the Corporations Act 2001 (Cth)*	Update text to correct section of Property Law Act	5 June 2023
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	5 June 2023
0050	Trustee (Capacity of Mortgagor)	Include additional wording regarding conflict transactions and cross reference to 51-0245	20 February 2023
0100	Trustee (Capacity of Mortgagee)	Include additional wording regarding conflict transactions and cross reference to 51-0245	20 February 2023

Para	Paragraph heading	Summary of change	Published Date
5105(new) 5110(new) 5115(new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
9000	Cross References	Delete reference to Part 48 - State Leasehold	21 June 2021
5100	Electronic Conveyancing Document	Electronic Conveyancing Documents moved to 5010 and renamed Electronic Conveyancing and Electronic Conveyancing Documents.	31 May 2021
5000 5010 5100 5200 5300 5400 5600 5610 5620 5700 (new) 9000	Various	eConveyancing section updated with new sections including Electronic Form examples and references.	31 May 2021
0180	Mortgage of a Trustee Lease of a Reserve	Update text to remove the requirement for written approval from a trustee of a reserve	19 March 2021
0180	Mortgage of a Trustee Lease of a Reserve	Change Minister's approval to Chief executive’s approval following amendments to the *Land Act 1994*	19 March 2021

Para	Paragraph heading	Summary of change	Published Date
4060 4070 Various	Various	Correct typographical errors and use consistent capitalisation for the word “Field”	16 October 2020
4000 4090 5000 5100 5200	Electronic Conveyancing Documents	Creating specific section for e-conveyancing to include relevant e-conveyancing text and a heading for Prescribed Requirements ([2-4000] moved to [2-5100])	16 October 2020
4070	Mortgagee Panel	Correct minor error in example	6 December 2019
0130 0150 0160	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2005 2130 4010 4090	Various	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
0100 4070 4075	Various	Clarify the practice in relation to completing the Mortgagee panel for trustees	26 June 2019
4020	Lodger Details Panel	Clarify requirements for completing the Lodger Details panel	26 June 2019
4070	Mortgagee Panel	Clarify that only an A.C.N. or A.R.B.N. can be shown	26 June 2019
0120	Joint Account and Tenants in Common	Clarify requirements when shares for mortgagees are Not Applicable	9 July 2018
0100	Trustee	To update terminology to registered proprietor from registered owner	30 April 2018
0100	Trustee	Inclusion of information regarding the removal of the requirement to provide details of the trust instrument	7 March 2018
4090	Mortgagor and Mortgagee executions panel	Including information regarding execution by a corporation where there is more than one signatory	7 March 2018

Para	Paragraph heading	Summary of change	Published Date
4090	Mortgagor and Mortgagee executions panel	Inclusion of information regarding a legal practitioner signing the National Mortgage Form	7 March 2018
All	Various	Removal of Part 2A and update of Part 2 to Mortgage (National Mortgage Form)	7 March 2018
All	Various	Insertion of Part 2A – Mortgage (National Mortgage Form) – repetition of Part 2 with some changes as required for National Mortgage Form	9 October 2017
2005	Confirmation of Identity of Mortgagor by Mortgagee	Clarification of practice in relation to application of Verification of Identification standards	1 March 2016
4000	General Guide to Completion of Forms	Insertion of information in relation to a mortgage lodged as an electronic conveyancing document	1 March 2016
4060	Item 6	Insertion of information in relation to a mortgage lodged as an electronic conveyancing document	1 March 2016
All	Various	Editing to remove reference to County and Parish and to update reference to Land Title Regulation 2015	1 March 2016
0130	Joint Account and Tenants in Common	Clarify practice relating to tenancy details identified in item 4	10 April 2015
0184	Mortgage of a Trustee Lease of a Reserve	Clarify practice relating to depositing a mortgage of a trustee lease of a reserve.	10 April 2015
0186	Mortgage of a Deed of Grant in Trust	Clarify that the written approval by the Minister deposited by the mortgage of a Deed of Grant in Trust may be provided by way of a letter or a Form 18 General Consent.	10 April 2015
2010	Interest being Mortgaged	Clarify practice relating to having different interests in the same mortgage form.	10 April 2015
2130	Merger of Mortgage	Refreshing of text only due to amendment of s 63(2) of Land Title Act 1994.	10 April 2015
4030	Item 3	Clarify requirements for completion of Item 3.	10 April 2015
0020	Mortgagor	Clarify practice relating to mortgagor	5 February 2013

Para	Paragraph heading	Summary of change	Published Date
2130	Merger of Mortgage	Clarify practice relating to merger of mortgage	5 February 2013
	Various	Editing and or clarification of practice in paras 7000; 7010; 7020; 7030; 7040; 7050 and 7060	2 August 2012
	Various	Editing and/or clarification of current practice in paras 0120 and 2125	14 February 2012
All	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice.	13 April 2011

Part 3—Release of mortgage

Para	Paragraph heading	Summary of change	Published Date
0070	Absent or incapable mortgagee Section 101 of the Property Law Act 1974	Clarify that a Form 14 is required to be lodged and cross reference to part 14	28 August 2024
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	5 June 2023
5105(new) 5110(new) 5115(new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
4000, 4050, 5000 (new), 5010 (new), 5100 (new), 5200 (new), 5300 (new), 5400 (new), 5600 (new), 5610 (new), 5620 (new), 5700 (new), 9000	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021
4050	Item 5	Update section of Land Regulation following introduction of Land Regulation 2020	16 October 2020
0060 0070	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4050	Item 5	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
0000	General Law	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018

Para	Paragraph heading	Summary of change	Published Date
2000	Change of Name of mortgagee	Insertion of an example for the change of name of a corporate mortgagee	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
4000	General guide to completion of forms	Insertion of information relating to lodging a release as an electronic conveyancing document	15 April 2016
4050	Item 5	Insertion of information relating to lodging a release as an electronic conveyancing document	15 April 2016
0050	Persons Entitled to a Release	Editing and/or clarification of current practice	16 August 2011
All	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice.	13 April 2011

Part 4—Request to record death

Para	Paragraph heading	Summary of change	Published Date
4000	General Guide to Completion of Forms	Update example of completed Form 4 to reflect new Version 6	28 April 2026
4070	Item 7	Update text to clarify requirements for execution and include information regarding execution on behalf of the surviving trustee in accordance with the Trusts Act 2025	28 April 2026
2010	Form of Application and Evidence	Update text to confirm that the dealing number of an instrument where evidence of death was previously deposited can be referred to	28 August 2024
2030	Documents Deposited with Request Certificate of Death	Clarify requirements for the deposit of an official certificate of death	28 August 2024
2035	Documents Deposited with Request Grant of Representation	Clarify requirements for the deposit of a grant of representation	28 August 2024
5000 5010 5100 5200 5300 5400 5600 5610 5700 (new)	Various	New eConveyancing sections inserted into Part including Electronic Form example.	5 June 2023
2010	Form of Application and Evidence	Update applicable sections of the Water Act	31 October 2022
2010	Form of Application and Evidence	Clarify practice where a surviving joint tenant causes, or is implicated in causing, the death of another joint tenant	31 October 2022

Para	Paragraph heading	Summary of change	Published Date
2036 (new)	Notice to registrar of water allocations of existence of supply contract (Form W2F152)	Include new section relating to the requirement for the deposit of a Form W2F152 with a record of death for a Water Allocation managed under a resource operations licence	31 October 2022
4010	Guide to Completion of Form 4 – Item 1	Update trust instrument dealing number in example to a more current number format	31 October 2022
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
9000	Cross References and Further Reading	Delete reference to Part 48 - State Leasehold	21 June 2021
2010	Form of Application and Evidence	Update cross reference in last paragraph to [14-2335]	16 October 2020
2040	Certificate of Title	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
1000 4000 4020 8000	Various	Various amendments for legislative changes, county and parish references and other minor amendments	1 October 2019
7000	Case Law	Clarify wording to reflect that the principle includes manslaughter and murder.	1 July 2014
4040	Item 4	Clarify practice relating to completion of Item 4	5 February 2013
7010	*Re Beiers* [1954] QWN 9	Editing by deleting para 7010	2 August 2012
4040	Item 4	Editing and/or clarification of current practice	16 August 2011
All	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice.	13 April 2011

Part 5/5A/6—Transmission applications

Para	Paragraph heading	Summary of change	Published Date
2030	Merger of Estates	Update text to reflect changes in the Trusts Act 2025 and include new sub-sections for clarity	28 April 2026
2070	Public Trustee	Update text to reflect changes in the Trusts Act 2025	28 April 2026
4355	Appropriation	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2163	Life Estate Created by Will	Update in accordance with changes to Property Law Act 2023	1 August 2025
2150	Form 5A – Transmission Application by Personal Representative (No Grant in Queensland or no Queensland recognised grant) Where the Executor is identified by their Position rather than by Name	Insertion of new subsection regarding instances where an executor is identified by their position rather than by name	28 August 2024
2130	Return of Certain Deposited Documents	Update text to reflect that when a Transmission Application is fully withdrawn, the original will is returned to the lodger via registered post	11 September 2023
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	5 June 2023

Para	Paragraph heading	Summary of change	Published Date
5105(new) 5110(new) 5115(new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
2150	Form 5A – Transmission Application by Personal Representative (No Grant in Queensland or no Queensland recognised grant)	Clarify situations where a Form 5A is used and the supporting documentation requirements	1 April 2022
2160	Registration	Update text from Chief Executive to registrar	1 April 2022
2160	Validity of the will	Insert new paragraph regarding the validity of the will	1 April 2022
3000 3100 3200 (new)	Partnerships	Insertion of new sections relating to Partnerships	1 April 2022
4140	Item 5	Clarification of completion of Item 5 of the Form 5A and the requirements for the deposit of supporting documentation	1 April 2022
4260	Item 5	Clarification of completion of Item 5 of the Form 6 and the requirements for the deposit of supporting documentation	1 April 2022
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
4090, 5000 5010, 5100 5200, 5300 5400, 5600 5610, 5620 5700, 9000 (new)	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material updated or moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021
4030 4120 4240	Item 3	Clarify completion of Item 3 for partial interests	16 October 2020
2085 (new) 2090	Various	Updated to include information related to wills and codicils made pursuant to the Justice Legislation (COVID-19 Emergency Response – Documents and Oaths) Regulation 2020 and obtaining probate	1 July 2020
4260	Item 5	Remove unnecessary paragraph	1 October 2019
4090 4210 4360	Various	Correct Part 49 references	1 October 2019
4090 4210 4360	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4090 4260	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and insert information regarding lodgement of a Form 5 through E-Conveyancing	17 April 2019
2100 2140	Various	Clarify that a relevant foreign grant relates to Australian States and Territories other than Queensland	13 December 2018
2000	Introduction	Clarify the circumstances in which a lot or interest of a deceased person can be transmitted	13 December 2018

Para	Paragraph heading	Summary of change	Published Date
2100 2140 2150 4000 4050 4060 4080 4090 4140 4160	Various	Amendments to implement the new practice of using a Form 5 for a Transmission Application supported by a Queensland Recognised Grant instead of a Form 5A	30 April 2018
4090 4210 4360	Documentation to be Lodged	Update to the Manual to reflect the Water Form "ROP 13" being changed to Form "W2F152"	15 December 2017
4340	Consent of Personal Representative	Clarification of practice requiring a personal representative without a grant of representation to make a statutory declaration in certain circumstances	15 December 2017
2000	Practice-Introduction	Update wording to reflect Request to register order of the court	28 July 2017
2070	Public Trustee	Update value of estate from $100,000 to $150,000	28 July 2017
2100	Grant of Representation from outside Queensland	Removal of paragraph headed "Application to the Registrar"	28 July 2017
2160	Presumption of Tenancy	Clarification of presumption of tenancy including reference to *Property Law Act 1975*	28 July 2017
4000 4189 4190 4327	General Guide to Completion of Forms	Updates following the insertion of section 15B into the *Succession Act 1981* which relates to the effect of the ending of a de facto relationship on a will	28 July 2017
2100	Grant of Representation from outside Queensland	Clarify and expand on requirements and the application of the *British Probates Act 1898.* Heading updated from "Probate from Outside Queensland"	29 July 2016
4170	Paragraph 1	Update definition of spouse to include civil partner	29 July 2016

Para	Paragraph heading	Summary of change	Published Date
4184	Paragraph 6	Update terminology to reflect change to legislation from *Relationships Act 2011* to *Civil Partnerships Act 2011*	29 July 2016
4188	Paragraph 7	Update terminology to reflect change to legislation from *Relationships Act 2011* to *Civil Partnerships Act 2011*	29 July 2016
4324	Paragraph 9	Update terminology to reflect change to legislation from *Relationships Act 2011* to *Civil Partnerships Act 2011*	29 July 2016
4326	Paragraph 10	Update terminology to reflect change to legislation from *Relationships Act 2011* to *Civil Partnerships Act 2011*	29 July 2016
4010	Item 1	Clarification of text by removing the words "because the original personal representative died" as a new personal representative can be appointed for other reasons.	10 April 2015
4170	Paragraph 1	Insertion of "original" to clarify that original renunciations and consents must be referred to in the declaration as being deposited.	10 April 2015
2080	Original Will	Clarify practice in relation to depositing original wills	1 September 2014
2150	Form 5A – Transmission Application by Personal Representative (No Grant in Queensland)	Change of practice identifying that a clear and true copy of the original last will must be provided as an exhibit to any supplementary statutory declaration and endorsed with the appropriate exhibit marking certificate	1 September 2014
2130	Return of Certain Deposited Documents	Clarify circumstances when an original will is released from Titles Registry after lodgement	1 July 2014
2150 4160	Form 5A (No Grant in Qld) Declaration by Applicant	Clarify instances where a Form 5A may be used	1 July 2014
4300	Paragraph 2	Clarify completion of paragraph 2 by inserting - 'Please complete as requested in the paragraph'	29 November 2013
2010	Different Estates	Delete paragraph	24 May 2013
2130	Return of Certain Deposited Documents	Clarify practice relating to return of Certain Deposited Documents	24 May 2013

Para	Paragraph heading	Summary of change	Published Date
2140	Form 5 – Transmission Application by Personal Representative (Grant in Queensland)	Clarify practice relating to Form 5 Transmission Application	24 May 2013
2150	Form 5A – Transmission Application by Personal Representative (No Grant in Queensland)	Clarify practice relating to Form 5A Transmission Application	24 May 2013
2167	Rights to Reside, Charges and Conditions in Will	Clarify practice relating to conditions contained in a will	24 May 2013
2180	Limitations	Clarify practice relating to limitations (Form 5)	24 May 2013
4170	Paragraph 1	Clarification of definition of "spouse" under Section 5AA of the Succession Act 1981	24 May 2013
4173	Paragraph 2	Renumbering of paragraph from 5-4180	24 May 2013
4176	Paragraph 3	Addition of paragraph "Paragraph 3"	24 May 2013
4179	Paragraph 4	Renumbering of paragraph from 5-4185 and refreshing of text	24 May 2013
4182	Paragraph 5	Renumbering of paragraph from 5-4190, addition of information relating to completion of paragraph 5, and relocation of existing text to 5-4191	24 May 2013
4186	Paragraph 6	Addition of "Paragraph 6"	24 May 2013
4188	Paragraph 7	Addition of "Paragraph 7"	24 May 2013
4191	Paragraph 8	Addition of "Paragraph 8"	24 May 2013
4303	Paragraph 3	Addition of "Paragraph 3"	24 May 2013
4305	Paragraph 4	Addition of "Paragraph 4"	24 May 2013
4307	Paragraph 5	Addition of "Paragraph 5"	24 May 2013
4320	Paragraph 7	Refreshing of text in "Paragraph 7"	24 May 2013
4322	Paragraph 8	Addition of "Paragraph 8"	24 May 2013
4324	Paragraph 9	Addition of "Paragraph 9"	24 May 2013

Para	Paragraph heading	Summary of change	Published Date
4326	Paragraph 10	Addition of "Paragraph 10"	24 May 2013
4330	General Comments	Clarify practice relating to execution of annexure to Form 6	24 May 2013
4360	Documentation to be lodged	Clarify practice relating to documentation to be lodged with a Form 6	24 May 2013
2100	Probate from Outside Queensland	Clarify practice relating to deposit of probates or exemplifications from other jurisdictions	25 March 2013
2180	Limitations	Clarify practice relating to limitations in a probate or letters of administration	25 March 2013
4020	Guide to completion of Form 5 Item 2	Clarify practice relating to including primary and secondary interests in a single form	25 March 2013
4110	Guide to completion of Form 5A Item 2	Clarify practice relating to including primary and secondary interests in a single form	25 March 2013
4230	Guide to completion of Form 6 Item 2	Clarify practice relating to including primary and secondary interests in a single form	25 March 2013
	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice in paras 2080, 2100, 4040 and 4130	16 August 2011

Part 7—Lease of Freehold or Water Allocation

Para	Paragraph heading	Summary of change	Published Date
0010	Lessor	Update text to reflect changes to the Trusts Act 2025	28 April 2026
0030	Term	Remove text in relation to limitation on the term of a lease granted by a trustee as it is no longer relevant	28 April 2026
2050	Trustee	Update text to reflect changes to the Trusts Act 2025	28 April 2026
2150	Option for Renewal / Renewal of Lease	Clarify requirements for the renewal of a lease	28 April 2026
2175	Lease of trust land under the Land Act 1994	Update text and clarify requirements in relation to survey plans for leases of part of the land	28 April 2026
2210	Sketch	Clarify requirements where a sketch shows multiple leased areas	28 April 2026
5300-5	Supporting Evidence	Update text to reflect changes to the Trusts Act 2025	28 April 2026
0020	Lessee	Clarification of requirements where there are more than four trustees of a trust	8 December 2025
0030	Term	Clarification of requirements when a lease is lodged during the first unexercised option period	8 December 2025
0040	Mortgagee’s Consent	Update text to confirm that Form 18 is the appropriate form	8 December 2025
0050	Planning Body Approval	Update text to confirm that Form 18 is the appropriate form	8 December 2025
2001 (renumbered)	Lease Form	Clarification of requirements and creation of sub-section	8 December 2025
2001-1	Leases on a Previous Version of the Form 7	New sub-section clarifying requirements for leases lodged on previous versions of the Form 7	8 December 2025
2050	Trustee	Clarification of requirements where there are more than four trustees of a trust	8 December 2025

Para	Paragraph heading	Summary of change	Published Date
4051-6 and 4051-8	Example 6 and Example 8	Updated examples to confirm correct completion of Item 5	8 December 2025
5000 5100 5200 5200-1 5300 5300-1 5300-2 5300-3 5300-4 5300-5 5400 5600 5600-1 (new)	Various	New eConveyancing sections inserted	8 December 2025
2000	Lease Form	Update text to clarify requirements for version 8 of Form 7 and earlier versions of Form 7	17 September 2025
2110	Dealing with Prior Registered Leases	Update text to summarise new sub-sections relating to dealing with prior registered leases	17 September 2025
2110-1 (new)	Glossary	New sub-section setting out glossary of common terms used in following sub-sections	17 September 2025
2110-2 (new)	Statements Dealing with Prior Registered Leases for the Same Premises	New sub-section providing guidance on reference to the applicable statements in the following sub-sections	17 September 2025
2110-3 (new)	Requirements for a New Lease to the Same Lessee for the Same Premises	New sub-section which includes a table setting out different scenarios for dealing with a new lease to the same lessee	17 September 2025

Para	Paragraph heading	Summary of change	Published Date
2110-4 (new)	Requirements for a New Lease to a New Lessee for the Same Premises	New sub-section which includes a table setting out different scenarios for dealing with a new lease to a new lessee	17 September 2025
2100	Concurrent Lease	Update text to include cross reference information	17 September 2025
2190	Instruments dealing with a Lease that has expired	Clarify practice for instruments dealing with a lease that has expired	17 September 2025
2190-1 (new)	Registering an Amendment after a Lease has expired	New sub-section relating to requirements for registering an amendment of lease after the lease has expired	17 September 2025
2190-2 (new)	Instruments (other than an Amendment) dealing with a Lease that has expired	New sub-section relating to dealings other than amendments that are lodged in relation to leases that have expired	17 September 2025
2200	Removal and Cancellation of Expired Lease	Clarify practice for removing or cancelling expired leases	17 September 2025
2200-1 (new)	Form 14 – Request to Remove Expired Lease	New sub-section relating to requirements for registering a removal of an expired lease	17 September 2025
2200-2 (new)	Form 14 – Request to Cancel Expired Lease	New sub-section relating to requirements for registering a cancellation of an expired lease	17 September 2025
2240	Lease type (Purpose)	Update text to provide further examples of lease types	17 September 2025
4090	Item 9 – Previous Leases	Clarify requirements for completion of Item 9 Statements	17 September 2025
4090-1 to 4090-3	Various	Updated examples to align with statements on Version 8 of the Form 7	17 September 2025
4090-4 (new)	Example where there is no conflict in the lease term	New example of completion of Item 9 Statement	17 September 2025
0010	Lessor	Update in accordance with changes to Property Law Act 2023	1 August 2025
0030	Term	Update in accordance with changes to Property Law Act 2023	1 August 2025

Para	Paragraph heading	Summary of change	Published Date
0070	Covenants	Renamed “Terms, Covenants and Conditions” and text updated in accordance with changes to Property Law Act 2023	1 August 2025
0100	Merger of Lease	Update in accordance with changes to Property Law Act 2023	1 August 2025
0140	Sub-Lease	Update in accordance with changes to Property Law Act 2023	1 August 2025
0000	Preliminary	Update text to clarify correct terminology and legislative references	22 April 2025
0020	Lessee	Update text regarding leases to a minor	22 April 2025
0050	Planning Body Approval	Update heading and text from Local Government to Planning Body	22 April 2025
0080	Concurrent Lease	Update text to clarify text relating to how a concurrent lease operates	22 April 2025
2000	Lease	Update text to clarify requirements for version 7 of Form 7 and earlier versions of Form 7	22 April 2025
2010	Execution	Update text to show correct items on Form 7 for execution	22 April 2025
2020	Rental/Consideration	Update heading and text to reflect amended item 7 on Form 7	22 April 2025
2035	Planning Body Approval	Update heading and text from Local Government to Planning Body	22 April 2025
2100	Concurrent Lease	Clarify requirements for noting a lease as being a concurrent lease	22 April 2025
2110	Prior Registered Lease	Amend table to reflect updated requirements for dealing with a prior registered lease	22 April 2025
2150	Option for Renewal	Clarify that the registrar may remove expired leases	22 April 2025
2205	Survey requirements of a lease over part of a lot	Update text to clarify requirements	22 April 2025
2210	Sketch	Update text to clarify requirements	22 April 2025

Para	Paragraph heading	Summary of change	Published Date
2211 (was 2350)	General Comments	Renumber section and update text to clarify requirements	22 April 2025
2355 (deleted)	Master Sketch	Section deleted as no longer required	22 April 2025
2212 (was 2370)	Examples of Sketches	Section renumbered	22 April 2025
2220 (new)	Description of Leased Premises	Inclusion of new section on how to describe leased premises	22 April 2025
2230 (new)	Previous Leases (Leased Area Conflicts)	Inclusion of new section on dealing with leased area conflicts and completion of the relevant statements	22 April 2025
2240 (new)	Lease Type (Purpose)	Inclusion of new section regarding available lease types	22 April 2025
4000	General Guide to Completion of Form 7 – Lease/Subleases	Updated heading and insertion of an example of a completed Form 7 (version 7)	22 April 2025
4010	Item 1 - Lessor	Clarify requirements for completion of Item 1	22 April 2025
4020	Item 2 – Lot on Plan Description and Title Reference	Clarify requirements for completion of Item 2	22 April 2025
4030	Item 3 - Lessee	Clarify requirements for completion of Item 3	22 April 2025
4040	Item 4 – Interest being leased	Clarify requirements for completion of Item 4	22 April 2025
4050	Item 5 – Description of premises being leased	Clarify requirements for completion of Item 5	22 April 2025
4051 (new)	Which Fields in Item 5 need to be completed?	Inclusion of new section to provide guidance on completing Item 5 of the Form 7	22 April 2025
4051-1 to 4051-8 (new)	Examples	Inclusion of examples of completion of Item 5 for various lease types	22 April 2025

Para	Paragraph heading	Summary of change	Published Date
4052 (new)	Land Description	Inclusion of new section to provide guidance on completing the Land Description field	22 April 2025
4053 (new)	Lease Extent	Inclusion of new section to provide guidance on completing the Lease Extent field	22 April 2025
4054 (new)	Part of Land Area Description	Inclusion of new section to provide guidance on completing the Part of Land Area Description field	22 April 2025
4055 (new)	Building Premises Description	Inclusion of new section to provide guidance on completing the Building Premises Description field	22 April 2025
4056 (new)	Building Level	Inclusion of new section to provide guidance on completing the Building Level field	22 April 2025
4057 (new)	Building Identifier	Inclusion of new section to provide guidance on completing the Building Identifier field	22 April 2025
4058 (new)	Building Sketch Reference	Inclusion of new section to provide guidance on completing the Building Sketch Reference field	22 April 2025
4060	Item 6 – Term of Lease	Clarify requirements for completion of Item 6	22 April 2025
4070	Item 7 – Lease Details	Clarify requirements for completion of Item 7	22 April 2025
4070-1 (new)	Rental/Consideration	Inclusion of new section to provide guidance on completing the Rental/Consideration field	22 April 2025
4070-2 (new)	Lease Type	Inclusion of new section to provide guidance on completing the Lease Type field	22 April 2025
4070-3 (new)	Area/Volume	Inclusion of new section to provide guidance on completing the Area/Volume field	22 April 2025
4080	Item 8 -Terms and Conditions	Clarify requirements for completion of Item 8	22 April 2025
4090	Item 9 – Previous Leases	Clarify requirements for completion of Item 9	22 April 2025

Para	Paragraph heading	Summary of change	Published Date
4090-1 to 4090-3 (new)	Examples	Inclusion of examples of completion of Item 9 for different scenarios	22 April 2025
4100 (new)	Item 10 – Grant/Execution	Inclusion of new section to provide guidance on the completion of Item 10	22 April 2025
4500 (new)	General Guide to Completion of Form 20 – Lease Declaration	Inclusion of new section and example relating to Form 20 – Lease Declaration	22 April 2025
4510 (new)	Paragraph 1 – Details of the Declarant	Inclusion of new section to provide guidance on the completion of Paragraph 1	22 April 2025
4520 (new)	Paragraph 2 – Description of premises being leased	Inclusion of new section to provide guidance on the completion of Paragraph 2	22 April 2025
4530 (new)	Paragraph 3 – Lease Type and Area/Volume	Inclusion of new section to provide guidance on the completion of Paragraph 3	22 April 2025
4540 (new)	Paragraphs 4-7 – Previous Lease Statements (Leased Area Conflicts)	Inclusion of new section to provide guidance on the completion of Paragraphs 4-71	22 April 2025
4550 (new)	Execution of the Declaration	Inclusion of new section relating to the execution of the lease declaration	22 April 2025
7030 (deleted	Case Law	Deletion of section as no longer required	22 April 2025
9000	Cross References and Further Reading	Removal of further reading references and inclusion of relevant cross references	22 April 2025
2037	Lease by Body Corporate for a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
2060	Foreign Person or Foreign Corporation	Update text to remove reference to leases to a foreign government following the repeal of the *Foreign Government (Titles to Land) Act 1948*	28 August 2024

Para	Paragraph heading	Summary of change	Published Date
2175 (new)	Lease of trust land under the Land Act 1994	Inclusion of new section relating to leases of trust land under the Land Act 1994	28 August 2024
2200	Cancellation of expired lease	Clarify that expired leases may be removed by the Registrar in certain circumstances	28 August 2024
2210	Sketch	Clarify requirements for preparation of lease sketches	28 August 2024
2370	Examples of Sketches	Inclusion of reference to appropriate Direction in Registrar of Titles Directions for the Preparation of Plans and deletion of sketch examples	28 August 2024
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include cross reference to legislation in introduction	21 June 2021
2036	Water Allocation Managed under a Resource Operations Licence	Amend reference to ROP 13 to Form W2F152	21 June 2021
2110	Prior Registered Lease	Amend text at end of part to delete reference to fees under Regulations	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2100	Concurrent Lease	Correct typographical error in first sentence	16 October 2020
2110 2200	Various	Clarify duty notation requirements	16 October 2020
4010	Item 1	Update text to refer to lessor	16 October 2020
2060	Foreign Person or Foreign Corporation	Updated to reflect changes made to the *Foreign Ownership of Land Register Act 1988* by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 July 2020

Para	Paragraph heading	Summary of change	Published Date
0040 2000 2090 2170	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2010	Execution	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
0000	Preliminary	Correct superscript references	17 April 2019
0010	Lessor	Clarify that two differing parties cannot lease to a mutual party on one document	17 April 2019
2110	Prior Registered Lease	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* (ss. 69 LTA & 328 LA)	17 April 2019
2200	Cancellation of Expired Lease	Include provision for solicitor or authorised agent of lessor to declare that an option was not exercised	17 April 2019
2210	Sketch	Reiterate the Registrar of Titles Directions for the Preparation of Plans requirements that only the lease area is to be indicated on the sketch	17 April 2019
4050	Item 5	Include requirement for affected lot to be shown in item 5 where the lease affects only one lot on a multi-lot title	17 April 2019
1000	Legislation	Refresh text in relation to applicable sections of the Water Act 2000	7 March 2018
2050	Trustee	Inclusion of information regarding the removal of the requirement to provide details of the trust instrument	7 March 2018
4030	Item 3	Inclusion of text regarding the recording of a lessee as a trustee	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
2020	Rental	Clarify practice in relation to the completion of Item 7	29 July 2016
2355	Master Sketch	Update Direction number from 5.3.10 to 5.3.9	29 July 2016

Para	Paragraph heading	Summary of change	Published Date
2040 4030	Co-Lessees Item 3	Clarify requirement that lessees holding as tenants in common must include their respective shares.	10 April 2015
0030	Term	Clarify that only the initial term and first option period of the lease are recorded on the relevant title	1 July 2014
4060	Item 6	Clarify that any dates must be completed in full e.g. 20/12/2014 not 20/12/14	1 July 2014
0050	Local Government Approval	Remove reference to (repealed) Integrated Planning Act 1997	29 November 2013
2040	Co-lessees	Remove text that stated that a corporation would be registered with the tenancy shown as tenants in common were the tenancy details were not shown at Item 3 of the Form 7 Lease. Note- All leases will be requisitioned for the tenancy to be shown at Item 3 of the Form 7 Lease	29 November 2013
2120	Amendment of lease	Removal of superfluous wording - “prior to the expiry of the term, which includes the further term available under the first option to renew (if any)”. This text is included in para [13-2000].	29 November 2013
2150	Option for renewal	Deletion of paragraph relating to dealing with an expired lease as the information is adequately covered in paras 7-2110 and 7-2200	29 November 2013
2190	Dealing with expired lease	Amend reference to Land Title Act 1994 to section 67(2)(c)	29 November 2013
4000	General Guide to Completion of Forms	Item 5 in the Form 7 example has been amended by inserting “(‘LEASE A’)” to clarify the preferred format when describing the premises being leased	29 November 2013
2110	Prior Registered Lease	Clarify practice relating to payment of lodgement fees	25 March 2013
4050	Item 5	Clarify practice relating to completion of item 5	25 March 2013
2070	Mortgagee in Possession	Clarify practice relating to mortgagee in possession	2 August 2012

Para	Paragraph heading	Summary of change	Published Date
	Various	Editing and/or clarification of current practice in paras 2040, 2050 and 4050	14 February 2012
2350	General Comments	Clarify practice relating to acceptance of copies of lease sketches deposited with prior registered leases	14 February 2012
4020	Item 2	Clarify practice relating to completion of item 2	14 February 2012
4020	Item 2	Clarify practice relating to the completion of item 2	22 February 2011
4050	Item 5	Clarify practice relating to the completion of item 5	22 February 2011

Part 8—Surrender of Lease of Freehold or Water Allocation

Para	Paragraph heading	Summary of change	Published Date
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
0085 2055	Surrender of Trustee Lease	Correct typographical error	16 October 2020
2000 2040	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
0020 0030	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and the application of section 113 of the *Property Law Act 1974*	17 April 2019
1000 4000 4020 8000	Various	Various minor amendments including amendments to remove county and parish references	17 April 2019
0030 4050	Surrender by Lessee Item 5	Clarify that the date of a surrender of a lease cannot be after the date of lodgement of the form.	10 April 2015
0030	Surrender by Lessee	Clarify requirements for additional consents when the lease being surrendered is the burdened interest of a registered easement	29 November 2013
2000	Form of Surrender	Clarify requirements for additional consents when the lease being surrendered is the burdened interest of a registered easement	29 November 2013
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	24 April 2012

Part 9—Easement

Para	Paragraph heading	Summary of change	Published Date
4020	Item 1	Update text to reflect changes in the Trusts Act 2025	28 April 2026
4060	Item 5	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2050	Easement Created by a Court Ordering a Statutory Right of Use	Update in accordance with changes to Property Law Act 2023	1 August 2025
2190	By Order of the Court	Update in accordance with changes to Property Law Act 2023	1 August 2025
2080	Approval of Planning Body	Update text to reflect correct requirements for deposit of planning body approval with easements and easement plans	9 December 2024
4060	Item 5	Clarify requirements for execution of an easement by a minor	9 December 2024
2085	Easement Executed by the Body Corporate for a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
1000 (new)	Legislation	Include legislation section which provides cross reference to information in the introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2083	Consent to Easement for State Land	Change Minister's approval to Chief executive’s approval following amendments to the *Land Act 1994*	19 March 2021
2155	New Easement Over Land to be Dedicated for Public Use	Change Minister's approval to Chief executive’s approval following amendments to the *Land Act 1994*	19 March 2021
2180	Easement in Gross	Update text to delete the requirement for the consent of the Minister to a transfer of a public utility easement following amendments to the *Land Act 1994*	19 March 2021
2060	N/A	Include reference to deleted section [9-2060]	6 December 2019
2080	Approval of Planning Body	Update to include word "road" at end of paragraph	1 October 2019

Para	Paragraph heading	Summary of change	Published Date
2070 8000	Various	Remove County and Parish references and update Fees section	1 October 2019
4000 4030 4050	Various	Clarify Item 2 and Item 4 instructions for easement in gross	1 October 2019
2020 2040 2060 2190	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4090 9000	Various	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
2070	Restriction as to Height, Depth or Volume	Clarify practice relating to Easements that are restricted as to height, depth or volume.	10 April 2015
2080	Approval of Local Government	Clarify practice relating to approval of easements by local governments.	10 April 2015
0060	Restrictive Covenants	Clarify practice relating to including restrictive covenants in an Easement	1 July 2014
2105	Easement Granted by Lessee of a Freehold Lease	Clarify practice relating to an easement granted by a lessee of a freehold lease	1 July 2014
2010	Easement Created By Grant	Addition of reference to identify that a lessee of a registered lease may grant an easement over his/her lease.	29 November 2013
2020	Definition by Plan	Deletion of superfluous text (s 83A of the Land Title Act and s 364 of the Land Act 1994)	29 November 2013
2090	Easement Granted by Party to Itself	Amend references from s 82(2) of the Land Title Act 1994 and 363(2) of the Land Act 1994 to s 82(3) of the Land Title Act 1994 and 362(2) of the Land Act 1994	29 November 2013
2105	Easement Granted by Lessee of a Freehold Lease	Addition of information to identify that a lessee of a freehold lease may grant an easement over the lease during the term of the lease.	29 November 2013

Para	Paragraph heading	Summary of change	Published Date
2180	Easement in Gross	Update list of authorised Public Utility Providers to include – a person authorised under an Act to provide a public utility service; and an entity approved by the minister as suitable to provide infrastructure for use by another entity in the provision of a particular public utility service.	29 November 2013
2185	Easement Created Pursuant to s 437A of the Petroleum and Gas (Production and Safety) Act 2004	Addition of practice requirements for easements created under the Petroleum & Gas (Safety and Production) Act 2004	29 November 2013
2190	By Order of the Court	Refreshing of text only	29 November 2013
4020	Item 1	Inclusion of reference (g) to reflect that where the grantor is a lessee of a registered lease, the lessee's name should appear in item 1	29 November 2013
4030	Item 2	Include information to include requirements to complete Item 2 where the easement burdens a registered lease	29 November 2013
4040	Item 3	Include reference to "Lease No" being included when applicable in Item 3	29 November 2013
4050	Item 4	Deletion of superfluous text from paragraph	29 November 2013
4060	Item 5	Include wording in paragraph to reflect that the grantee of an easement may be a lessee of a freehold lease	29 November 2013
0000	Nature of Easements	Clarify practice relating to the nature of an easement	2 August 2012
0030	License	Editing and clarification of current practice	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice	24 April 2012
2130	Transfer Duty	Rationalisation and editing of practice	24 April 2012

Part 10—Surrender of easement

Para	Paragraph heading	Summary of change	Published Date
2010	Surrender of Easement Affecting Common Property for a Community Titles Scheme	Clarify requirements for execution and supporting documentation	28 August 2024
1000 (new)	Legislation	Include legislation section which provides cross reference to information in the introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2000	Practice	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4050 9000	Various	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
4000 4020 8000	Various	Remove County and Parish references and update Fees section	1 October 2019
0000	General Law	Refreshing of text to clarify meaning of owner of a lot or lessee of a lease	1 July 2014
2000	Practice	Refreshing of text and clarification of requirements for consent to a surrender of an easement when the dominant tenement is a freehold lease	1 July 2014
4020	Item 2	Clarify that in the case of an Easement in Gross being surrendered, the section of Item 2 of the Form 10 relating to the benefited lot should be marked 'Not Applicable'	1 July 2014
0000	General Law	Refreshing of text in paragraph to incorporate Land Act 1994 information and to include a reference that lodgement fees are payable and a duty notation is required	29 November 2013
2000	Practice	Refreshing of text to clarify requirements to fully or partially surrender an easement	29 November 2013

Para	Paragraph heading	Summary of change	Published Date
4020	Item 2	Refreshing of text to clarify requirements to complete Item 2.	29 November 2013
4030	Item 3	Refreshing of text to clarify requirements to complete Item 3.	29 November 2013
4040	Item 4	Refreshing of text to clarify requirements to complete Item 4.	29 November 2013
4050	Item 5	Inclusion of references to ss 371(2)(b) and (c) of the Land Act 1994	29 November 2013

Part 11—Caveat

Para	Paragraph heading	Summary of change	Published Date
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	22 April 2024
5105(new) 5110(new) 5115(new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
0010	Requirements of a Caveat	Update reference to Chief Executive to Registrar of Titles	1 April 2022
0020	Persons Who May Lodge a Caveat	Update reference to Chief Executive to Registrar of Titles under the heading Under the Land Act 1994	1 April 2022
0040	Registrar (Land Title Act 1994)	Update heading of section to reflect that it relates to caveats by the Registrar under the Land Title Act 1994	1 April 2022
0045	Registrar of Titles (Land Act 1994)	Update reference to Chief Executive to Registrar of Titles and updated heading of section to reflect that it relates to caveats by the Registrar of Titles under the Land Act 1994	1 April 2022
4055	Some Item 3 and 4 wording examplest	Update text in the Note to include reference to Water Allocations	1 April 2022
5700	Electronic Form Notes for Completion – Form 11 (electronic)	Include instructions for completion of item 1	1 April 2022
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
0120, 2035 (new)	Various	Caveatee's Notice to Caveator material moved from Part 52 to Part 11 (general law to [11-0120] and practice to new [11-2035]). Cross references to examples and other sections included.	31 May 2021
0130, 2040	Various	Caveator's Notice to Registrar material moved from Part 52 to Part 11 (general law to [11-0130] and practice to [11-2040]) and updated. Cross references to examples and other sections included.	31 May 2021
4100 to 4190 (new), Examples 6 and 7 (new)	Various	Examples and guide to completion for a Form 14 – General Request to notify the Registrar for a Caveatee's Notice to the Caveator and the Caveator's Notice of Action inserted.	31 May 2021
0210, 2060, 2065 (new)	Various	Material for full and partial withdrawal of a registered caveat (contained in Part 14) included in Part 11 (general law to 0210, practice to 2060 and 2065) and updated. Cross references to examples and other sections included.	31 May 2021
0200, 2080	Various	Material for Removal by Supreme Court order after application by Caveatee (contained in Part 14) included in Part 11 (general law to 0200, practice to 2080) and updated. Cross references to examples and other sections included.	31 May 2021
0170, 2050	Various	Material for Removal of lapsed caveat (contained in Part 14) included in Part 11 (general law to 0170, practice to 2050) and updated. Cross references to examples and other sections included.	31 May 2021
0230, 2090	Various	Material for Cancellation of Caveat (contained in Part 14) included in Part 11 (general law to 0230, practice to 2090) and updated. Cross references to examples and other sections included.	31 May 2021
4200 to 4290 (new), Examples 8 to 11 (new)	Various	Examples and guide to completion for Form 14 - General Requests to fully withdraw and partially withdraw a registered caveat, remove lapsed caveat, record removal of caveat and cancellation of caveat inserted	31 May 2021

Para	Paragraph heading	Summary of change	Published Date
0090, 2015 (new), 4040, 4050, 4080	Various	Practice material/requirements for an instalment contract caveat moved from [11-0090] to a new section in Practice [11-2015]. Practice material/requirements also included in the guide to completion.	31 May 2021
0030, 0040, 0050, 0090, 0140, 0170, 0180, 4030, 4050, 7000-7050 deleted	Various	References to Case law and other law removed. Case Law section deleted.	31 May 2021
0000, 0010, 0020, 0030, 0040, 0045, 0050, 0060, 0063, 0066, 0070, 0080, 0090, 0095, 0100, 0110, 0140, 0170, 0180, 0190, 0200, 0220, 0240, 1000, 2020, 2030, 2050, 2070, 4020, 4040, 4050, 4060, 4070, 4080, 9000	Various	Minor drafting amendments and other updates to reflect legislation and current Titles Registry practice. Cross References updated including reference to examples and other sections where relevant.	31 May 2021

Para	Paragraph heading	Summary of change	Published Date
2010 (deleted), 2100 (new)	Rejection	[11-2010] Rejection moved to [11-2100].	31 May 2021
4000, 4055 (new), Examples 1 to 5 (new)	Various	New caveat examples inserted and new section [11-4055] showing Item 3 and Item 4 completion examples inserted.	31 May 2021
4080, 5000 5010, 5100 5200, 5300 5310, 5320 5400, 5600 5610, 5620 5700, 5760 9000 (new)	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021
0190	Automatic Lapsing	Clarify wording regarding automatic lapsing of caveat	16 October 2020
0080 2000 2060 2080	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
0100	Effect of Caveat	Updated to clarify that a Form 18 - General Consent must be deposited with the instrument or document that is being consented to	1 October 2019
0010 0110 2030 4020 4060 4070	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019

Para	Paragraph heading	Summary of change	Published Date
0100 0230	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019
0120 0130 0190 2040	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019
0160	Compensation	Update to reflect changes made by the *Land and Other Legislation Amendment Act 2017*	17 April 2019
0180	Consent of Registered Owner	Remove reference to case authority at end of first paragraph	17 April 2019
2010	Rejection	Update to include a reference to s. 156(7) of the *Land Title Act 1994* and s. 305(7) of the *Land Act 1994*	17 April 2019
2050 2060 2070 2080 2090	Various	Minor clarification and inclusion of references to Part 14 where applicable	17 April 2019
0020	Persons who may lodge Caveat	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
0030	A person claiming an interest in a lot	Removal of examples of and references to old case law	7 March 2018
0030	A person claiming an interest in a lot	Refresh text to refer to Priority Notice rather than Settlement Notice	7 March 2018
0050	Registered Owner	Update to clarify the application of the lapsing provisions of section 129 of the *Land Title Act 1994* where the grounds of claim relate to a registered mortgage	7 March 2018
0095	Interest holder under a notice deposited under the Water Act 2000	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018

Para	Paragraph heading	Summary of change	Published Date
0100	Effect of caveat	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
0150	Further caveat	Clarify practice in relation to deposit of leave of the court at time of lodgement of a further caveat	7 March 2018
0160	Compensation	Clarification that the caveator is liable to pay compensation	7 March 2018
0170	Lapsing of caveat	Update to clarify the application of the lapsing provisions of section 129 of the *Land Title Act 1994* where the grounds of claim relate to a registered mortgage	7 March 2018
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
7000	Case Law	Removal of examples of and references to old case law	7 March 2018
8000	Fees	Refresh text and update references to Regulations	
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
0030	A Person Claiming an Interest in a Lot	Clarify requirements to complete Item 4 of Form 11	15 April 2016
4000	General Guide to Completion of Forms	Insertion of information relating to lodging a caveat as an electronic conveyancing document	15 April 2016
4080	Item 7	Insertion of information relating to the execution and certification of a caveat lodged as an electronic conveyancing document	15 April 2016
4060	Item 5	Clarify requirements for completing Item 5	10 April 2015
0000	Definitions	Clarify practice relating to the effect of a caveat by including wording to reflect that a caveat may also prohibit the registration or a prior unregistered instrument or document	1 July 2014
0020	Persons Who May Lodge Caveat	Deletion and relocation of information relating to a caveat by an interest holder in a water allocation	1 July 2014
0030	A Person Claiming an Interest in a Lot	Clarify practice by deleting the word ‘exercised’ from dot point – ‘That of a grantee of an **exercised** option to purchase, but sufficient details of the option must be quoted in the caveat to support the claim’.	1 July 2014

Para	Paragraph heading	Summary of change	Published Date
0070	Adverse Possession	Clarify practice relating to notifying the registrar under s 105(2)(b) of the Land Title Act 1994 by removing, from the first dot point “and” and replacing with “or” and inserting “in the way the Registrar requires” throughout the paragraph.	29 November 2013
0130	Caveatee’s Notice to Caveator	Clarify practice relating to notifying the registrar under s 126 of the Land Title Act 1994 by inserting “in the way the Registrar requires” in the paragraph	29 November 2013
0190	Automatic Lapsing	Clarify practice relating to notifying the registrar under s 126(4)(b) of the Land Title Act 1994 by inserting “in the way the Registrar requires” throughout the paragraph and addition of text relating to complying with s 126(4)(a) of the Land Title Act 1994	29 November 2013
0090	Purchaser under an Instalment Contract	Clarify practice relating to completion of Items 3 and 4	25 March 2013
0000	Definitions	Clarify practice relating to interest being claimed in Item 3	5 February 2013
0030	A person claiming an interest in a lot	Editing and clarification of text	5 February 2013
4040	Item 3	Clarify practice relating to interest being claimed in Item 3	5 February2013
4070	Item 6	Clarify practice relating to completion of Item 6	5 February 2013
	Various	Editing and clarification of current practice in paras 0170 and 7050	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice in 0030, 2010, 0240	14 February 2012
0100	Effect of Caveat	Clarify practice relating to instruments that do not affect the interest being claimed a caveator	14 February 2012
0150	Further Caveat	Clarify practice relating to the enforcement by the Registrar of Section 129 of the Land Title Act 1994	14 February 2012
4050	Item 4	Clarify practice relating to completion of item 4	14 February 2012

Part 12—Request to register writ or warrant of execution

Para	Paragraph heading	Summary of change	Published Date
0000 2020 4000 4010 4020 4020 4040 4050	Various	Clarify requirements for completion of new version of Form 12- Request to Register Writ/Warrant of Execution	20 March 2025
4060 (deleted)	Item 6	Deletion of section as no longer required following update to Form 12 – Request to Register Writ/Warrant of Execution	20 March 2025
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2020 2040	Various	Updated to reflect the change in relation to Certificates of Title by the Land, Explosives and Other Legislation Amendment Act 2019	1 October 2019
4000 4050	Guide to Completion of Form 12	Clarify requirements for completion of Item 5	26 June 2019
2000	General	Update list of courts that can issue a writ and clarify that the list is not necessarily exhaustive	13 December 2018
1000 4000 4010 8000	Various	Minor changes for updates to legislation and removal of county and parish references	13 December 2018
2050	General	Deletion of text relating to removal of writ of execution issued by the State Penalties Enforcement Registrar.	10 April 2015

Para	Paragraph heading	Summary of change	Published Date
0000	General Law	Addition of reference to reflect that an enforcement warrant can be a warrant under s 828 of the Uniform Civil Procedure Rules 1999 and deletion of reference to an enforcement warrant under s 93A of the Supreme Court Act of Queensland 1991	29 November 2013
2120	Overriding a Writ of Execution	Deletion of reference to repealed Local Government (Finance and Plans Reporting) Regulation 2010 and addition of reference to Local Government Regulation 2012.	29 November 2013
4060	Item 6	Clarify practice in relation to execution of a writ of execution	25 March 2013
	Various	Editing by deleting paras 7000; 7010; 7020; 7030 and 7040	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011
4000	General Guide to Completion of Forms	Amend Item 4 and 6(a) of Form 12 example	7 December 2011
4060	Item 6	Clarification of practice in relation to execution of a writ	7 December 2011

Part 13—Amendment of lease, easement, mortgage, covenant, profit à prendre, or building management statement

Para	Paragraph heading	Summary of change	Published Date
2010-1	Amending a Lease/Sublease of Freehold Land or a Water Allocation	Remove text in relation to limitation on the term of a lease granted by a trustee as it is no longer relevant	28 April 2026
0010	Amendment of Lease	Update to include legislative provisions relating to trustees	8 December 2025
2010	Amendment of Lease/Sublease	Clarification of general requirements for amendments of lease and inclusion of subsections	8 December 2025
2010-1 (new)	Amending a Lease/Sublease of Freehold Land or a Water Allocation	New subsection setting out specific requirements for amendments of leases of freehold land or water allocations	8 December 2025
2010-2 (new)	Amending a Sublease or Trustee Lease under the Land Act 1994	New subsection setting out specific requirements for amendments of subleases and trustee leases under the Land Act 1994	8 December 2025
2010-3 (new)	Duty Requirements	New subsection relating to duty requirements for amendments of leases	8 December 2025
0020	Amendment of Easement	Update in accordance with changes to Property Law Act 2023	1 August 2025
2055	Amendment of Mortgage	Update in accordance with changes to Property Law Act 2023	1 August 2025
2000	Amendment of Lease	Clarify that no lodgement fee is payable where the State is the lessee, and an amendment exercises an option or otherwise extends the term of the lease	28 August 2024
2150	Amendment of a Building Management Statement	Clarify requirements for execution and supporting documentation	28 August 2024
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
2110	Amendment of Covenant	Amend reference to Minister to chief executive	21 June 2021
2160	Amendment of Carbon Abatement Interest	Delete paragraph regarding the requirement for Minister's consent as there is no requirement under the Land Act for this consent	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
9000	Cross References and Further Reading	Delete reference to Part 48 - State Leasehold	21 June 2021
4000 4030 4040	Various	Update example forms and guide to completion for new form and to include 'covenantor/covenantee'	1 July 2020
4050	Item 5	Update the requirements for completion of the updated item 5 in the new version 7 Form 13.	1 July 2020
2000	Amendment of Lease	Insert paragraph to clarify procedure for amending covenants	1 July 2020
2000 2035 2055 2110 2130 2150 2160	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
2000	Amendment of Lease	Refresh text in relation to *Planning Act 2016*	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
2000	Amendment of Lease	Clarify practice when recording an amendment of a lease on title.	10 April 2015
2000	Amendment of Lease	Include instances when the Minister's approval is not required to amend a trustee lease	1 July 2014
2150	Amendment of a Building Management Statement	Clarify that the common property description (if applicable) must also be inserted in Item 2 of an Amendment of a Building Management Statement	1 July 2014

Para	Paragraph heading	Summary of change	Published Date
0010	Amendment of Lease	Amend reference from s 67(4) to section 67(5) of the Land Title Act 1994	29 November 2013
0020	Amendment of Easement	Clarify general law relating to amending an easement by inserting text "(other than a high-density development easement under Part 6 Division 4AA of the Land Title Act 1994)" to identify that a high-density development easement cannot be amended.	29 November 2013
2000	Amendment of Lease	Addition of text to clarify practice relating to amending the term of a lease (as defined in s 67(3) of the Land Title Act 1994) and extending the second or subsequent option period of the lease	29 November 2013
2035	Amendment of Easement	Clarify practice relating to amending an easement by inserting "(other than a high-density development easement under Part 6 Division 4AA of the Land Title Act 1994)" to identify that a high-density development easement cannot be amended.	29 November 2013
0070	Amendment of Carbon Abatement Interest	Add practice relating to amending a Carbon Abatement Interest	5 February 2013
2160	Amendment of Carbon Abatement Interest	Add practice relating to amending a Carbon Abatement Interest	5 February 2013
2150	Amendment of a Building Management Statement	Clarify practice relating to amending a CMS by a Body Corporate	14 February 2012
	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050)	16 August 2011

Part 14—General request

Para	Paragraph heading	Summary of change	Published Date
7302 to 7304 7305 to 7307 (new)	Attachments	Updated to include attachments for additional dealing types and inclusion of new subsections relating to attachments for additional dealing types	9 November 2026
7300 7301 to 7304 (new)	Attachments	New subsections relating to attachments for additional dealing types included	28 April 2026
2045	Request to Remove Expired Lease	Updated cross references and Examples	17 September 2025
2046 (new)	Request to Cancel Expired Lease	New section providing cross references and Example	17 September 2025
3050 (new)	Post-Registration Correction of a Survey Plan	New section relating to corrections of survey plans after registration	17 September 2025
4000	Forms	New Example 4A – Request to Remove Expired Lease (multiple interests)	17 September 2025
4000	Forms	New Example 38 – Request to Cancel Expired Lease	17 September 2025
4000	Forms	New Example 39 – Post-Registration Correction of a Survey Plan (Cadastral Surveyor Person – Interests or Surveyor's Certification not affected) and Guide to Completion for Example 39	17 September 2025

Para	Paragraph heading	Summary of change	Published Date
4000	Forms	New Example 40 – Post-Registration Correction of a Survey Plan (Cadastral Surveyor Corporation – Interests or Surveyor's Certification affected) and Guide to Completion for Example 40	17 September 2025
2312	Court order to discharge mortgage under section 101 of the Property Law Act 1974	Update in accordance with changes to Property Law Act 2023	1 August 2025
4000	General Guide to Completion of Forms	Update examples 4 and 21 to reflect correct completion of item 3	22 April 2025
2865 (new)	Statutory Charge under the *Public Health Act 2005*	Inclusion of new section relating to recording statutory charges under the *Public Health Act 2005*	20 March 2025
2866 (new)	Removal of Statutory Charge under the Public Health Act 2005	Inclusion of new section relating to removal of statutory charges under the *Public Health Act 2005*	20 March 2025
2312 (new)	Court order to discharge mortgage under section 101 of the Property Law Act 1974	Inclusion of new section clarifying practice where a court orders that a mortgage be discharged under section 101 of the *Property Law Act 1974*	28 August 2024
4360	Guide to Completion of Form 14 for Example 29 Item 7	Clarify requirements for execution of Request to Record New CMS	28 August 2024
Various	Various	Update text to better reflect the gender neutral nature of the Register.	22 April 2024
2010	Natural Person	Clarify that one Form 14 – General Request is required to be lodged for each registered proprietor who is changing or correcting their name	22 April 2024

Para	Paragraph heading	Summary of change	Published Date
2025	Documents to be Deposited When Requesting Change or Correction of Name	Clarify requirements for Statutory Declaration for a correction of name	22 April 2024
2260	Disclaimer	Clarify requirements for disclaimers by a company liquidator	22 April 2024
2330	Vesting	Update section heading and include information regarding a vesting by legislation	22 April 2024
2400	Legal and Beneficial Interests Merge	Clarify requirements for supporting declaration to be deposited with a request to merge legal and beneficial interests	22 April 2024
2530	Duplication of Names	Update practice in relation to duplicate scheme names	22 April 2024
2540	Extension of Reservation of Name	Clarify that a request to extend a reservation of name must be lodged to allow sufficient time for processing prior to the expiry of the reservation of name	22 April 2024
3040 (new)	Removal of Historical Charge dealings	Inclusion of new section about the removal of Historical Charges relating to private ownership of resources such as coal	11 September 2023
4000	Example 22	Amend item 3 to show mulitple trustees and removal of reference to address for service of notices from item 5	11 September 2023
7010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	11 September 2023

Para	Paragraph heading	Summary of change	Published Date
2290	Application for Title by Adverse Possession	Clarification of process and updating and references to case law for applications for adverse possession	20 February 2023
2920 2930 2940	Local Government Charge Registration of a Charge Removal of a Charge	Update text to include reference to *City of Brisbane Act 2010*	20 February 2023
3025 (new)	Charge under the *Building Boost Grant Act 2011*	Include new section in relation to charges under the *Building Boost Grant Act 2011*	20 February 2023
3030 (new)	Charge under the Veterans' Entitlements Act 1986 (Cth)	Include new section in relations to charges under the *Veterans' Entitlements Act 1986* (Cth)	20 February 2023
4000	Examples 7 and 9	Update notings at the bottom of examples 7 and 9 to remove reference to deleted sections of the LTPM part 12	20 February 2023
5500	Duty	Update list of Form 14-General Requests that require a duty notation	20 February 2023
Various	Various	Update text to reflect change of name of Office of State Revenue to Queensland Revenue Office and change of name from Commissioner of State Revenue to Commissioner of Queensland Revenue Office	20 February 2023
7000(new) 7010(new) 7100(new) 7105(new) 7110(new) 7115(new	eConveyancing Electronic Conveyancing and Electronic Conveyancing Document Scope Restrictions Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Inclusion of sections relating to Electronic Conveyancing and the Electronic Conveyancing Mandate	20 February 2023

Para	Paragraph heading	Summary of change	Published Date
2260	Disclaimer of a Freehold Lease or a Sub-Lease under the Land Act 1994 by a Trustee of a Bankrupt	Clarify current practice and update text in relation to applicable legislation	1 April 2022
2335	Vesting in a Trustee	Confirm that a duty notation is required for this dealing type	1 April 2022
2360	Vesting under the Associations Incorporation Act 1981	Update text in relation to the requirements where an incorporated association is wound up and there is a distribution of surplus assets	1 April 2022
2360	Vesting under the Associations Incorporation Act 1981	Update heading from “Recording Vesting in an Incorporated Association”	1 April 2022
2360	Vesting under the Associations Incorporation Act 1981	Update text to reflect current requirements for a cancellation of an incorporated association	1 April 2022
4050	Item 5	Clarify that an address for service of notice is not required for a request to change name or request to correct name	1 April 2022
Various	Various	Clarify the requirement for an address for service of notice in relevant parts	1 April 2022
Various	Various Examples	Update examples to reflect the requirement for an address for service of notice where applicable	1 April 2022
3015	Removal of a Carbon Abatement Interest	Update text in relation to the requirement for Minister’s approval under the Land Act	1 November 2021

Para	Paragraph heading	Summary of change	Published Date
3020 (new)	Notice of agreement under the Nature Conservation Act 1992	Insert new part relating to Nature Conservation Notings and Special Wildlife Reserves (including deleted content from 52-0140)	1 November 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
2320	Resumption Generally	Update text in last paragraph to delete reference to fees under Regulations	21 June 2021
2600	Community Management Statements	Update text in second last paragraph to show prescribed fee instead of regulated fee	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
9000	Cross References and Further Reading	Delete reference to Part 48 - State Leasehold	21 June 2021
2100, 2110	Withdrawal, Removal and Cancellation of Caveat and Partial Withdrawal	Minor amendments and inserted cross references to Part 11 (examples and updated sections) for withdrawal of registered caveat, Removal by Supreme Court order after application by Caveatee, Removal of lapsed caveat, cancellation of caveat and partial withdrawal of caveat.	31 May 2021
2230	Controlling Trustee under Part X of the Bankruptcy Act 1966 (Cth)	Reference to Part 11 updated and information on Form 11 completion inserted.	31 May 2021
Example 8	Request to Record Removal of Caveat	Example moved to Part 11 (Example 10).	31 May 2021

Para	Paragraph heading	Summary of change	Published Date
4000	General Guide to Completion of Forms	Removed reference to lodgement instructions for an electronic conveyancing document	31 May 2021
0120 2600	Various	Updated to reflect that the planning body CMS notation is now to be provided on a Form 18C – Planning Body Community Management Statement Notation	30 November 2020
2320	Resumption	Update text in relation to Land Regulation 2020	16 October 2020
2905 (new) 2906 (new)	Statutory Charge under the *Building Industry Fairness (Security of Payment) Act 2017* Release/Removal of Charge under the *Building Industry Fairness (Security of Payment) Act 2017*	Addition of practice and requirements relating to Statutory Charges under the *Building Industry Fairness (Security of Payment) Act 2017* and associated dealings	16 October 2020
4720,4725, 4730,4735, 4740,4745, 4750,4755, 4760,4765, 4770,4775, 4780,4785, 4790,4795, 4800,4805, 4810,4815, 4820 (new)	Guide to Completion of Form 14 for Example 35 Guide to Completion of Form 14 for Example 36 Guide to Completion of Form 14 for Example 37	Addition of examples 35 to 37 and guides to completion for Statutory Charges under the *Building Industry Fairness (Security of Payment) Act 2017* and associated dealings	16 October 2020

Para	Paragraph heading	Summary of change	Published Date
*Various	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments *Paragraphs updated: 2000, 2025, 2035, 2060, 2070, 2100, 2110, 2120, 2125, 2127, 2180, 2225, 2250, 2260, 2300, 2310, 2320, 2330, 2332, 2350, 2390, 2410, 2430, 2810, 2820, 2825, 2827, 2830, 2840, 2850, 2860, 2870, 2880, 2890, 2900, 2910, 2915, 2930, 2940, 2980, 2990, 3000, 4000 Examples	1 October 2019
2100 2110	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019
5500	Duty	Clarify that a duty notation is not required for the removal of an instalment contract caveat	17 April 2019
2240	Powers of a Trustee	Including wording for the powers of the controlling trustee of a debtor under a Part X Personal Insolvency Agreement and updating reference to legislation	13 December 2018
2260	Disclaimer of a Freehold Lease under the Land Title Act 1994 or a Sub-Lease under the Land Act 1994 by a Company Liquidator	Clarify practice for service of notice of disclaimer (Controllers)	13 December 2018
2310 4000	Various	Clarification of practice relating to foreclosure by mortgagee	13 December 2018
4000	General Guide to Completion of Forms	Clarify practice to reflect the digital signing of the lodgement instructions by the Responsible Subscriber	13 December 2018
2335 2390	Various	Clarify that an original Trust Details Form must be deposited with relevant dealings and other minor amendments	13 December 2018

Para	Paragraph heading	Summary of change	Published Date
2330 2332	Various	Clarify the practice requirements regarding lodging a request to vest by proclamation and by order of the court	13 December 2018
2335	Vesting in a Trustee	Updated for the introduction of the Form 20 – Trust Details Form	28 May 2018
2390	Trustee	Updated for the introduction of the Form 20 – Trust Details Form	28 May 2018
2960	Amalgamation of Water Allocations	Update reference to Part 2 – National Mortgage Form	7 March 2018
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
2010	Natural Person	Update text to include reference to Civil Partnerships and clarify requirements for supporting evidence	15 December 2017
2125	Cancellation	Clarify that no lodgement fees are payable	15 December 2017
2260	Disclaimer	Update text in relation to service of notice of disclaimer of freehold land or a lease or licence under the *Land Act 1994*	15 December 2017
2290	Application for Title by Adverse Possession	Update of reference material and clarification of requirements for supporting documentation	15 December 2017
2332	By Order of the Court	Clarify requirement for applicant to be the person in whom the lot or interest is being vested	15 December 2017
2950	Subdivision of a Water Allocation	Clarify requirement for a separate Form 14 for each water allocation to be subdivided and refresh of text	15 December 2017
2960	Amalgamation of Water Allocations	Clarify requirement for a separate Form 14 for each amalgamation request and refresh of text	15 December 2017
2970	Change of Water Allocation	Clarify requirement for a separate Form 14 for each water allocation to be changed and refresh of text	15 December 2017
4520	Item 2	Clarify that only one water allocation is permitted to be included	15 December 2017
4590	Item 2	Clarify that only one amalgamation request is permitted to be included	15 December 2017
4660	Item 2	Clarify that only one water allocation is permitted to be included	15 December 2017

Para	Paragraph heading	Summary of change	Published Date
9000	Cross References and Further Reading	Delete references to legislation	15 December 2017
4000	General Guide to completion of forms	Insertion of information relating to the execution and certification of a general request lodged as an electronic conveyancing document	15 April 2016
2030	Incorporated Association	Clarify acceptable evidence when changing the name of an associated incorporation.	10 April 2015
2050	Request to Register Merger of Interest	Refreshing and clarification of text only.	10 April 2015
2060	Merger of Mortgage	Clarification of practice relating to merging a mortgage.	10 April 2015
2320	Resumption	Clarify that the consent of a registered proprietor whose interest is affected by a resumption is not required to be deposited.	10 April 2015
2945	Charge by the Registrar of the State Penalty Enforcement Register	Deletion of paragraph - Charge by the Registrar of the State Penalty Enforcement Registrar.	10 April 2015
2947	Removal of Charge by the Registrar of the State Penalty Enforcement Register	Deletion of paragraph - Removal of Charge by the Registrar of the State Penalty Enforcement Registrar.	10 April 2015
2025	Documents to be Deposited When Requesting Change or Correction of Name	Clarify practice for deposit of evidence when updating a company name in a registered power of attorney.	1 July 2014
2100	Withdrawal, Removal and Cancellation of Caveat	Clarify practice relating to withdrawing an unregistered caveat	1 July 2014
2170	Request to Record Transmission by Bankruptcy	Clarify practice relating to a bankrupt not being able to hold or deal with land or an interest in land in their personal capacity	1 July 2014
2260	Disclaimer	Clarify practice to reflect that a duty notation is required when a court order is used to vest disclaimed freehold land under the Land Title Act 1994 or a lease or licence under the Land Act 1994	1 July 2014

Para	Paragraph heading	Summary of change	Published Date
2360	Recording Vesting in an Incorporated Association	Clarify requirements in example 24	1 July 2014
2410	Application by Local Government under Chapter 2 Part 12 Division 3 of the Local Government Regulation 2012	Removal of information relating to the registration of a document that records the local government as owner of the land or holder of a lease under the Land Act 1994 pursuant to Chapter 4 Part 12 Division 3 of the Local Government Regulation 2012.	1 July 2014
2800	Update of Registered Power of Attorney	Clarify practice for deposit of evidence when updating a company name in a registered power of attorney	1 July 2014
2030	Incorporated Association	Addition of reference to paragraph [60-1030] for further information	29 November 2013
2035	Transition from an Incorporated Association to a Company Registered under the Corporations Act 2001 (Cth)	Addition of practice relating to transition of an Incorporated Association to a company registered under the Corporations Act 2001	29 November 2013
2260	Disclaimer	Addition of additional text to clarify practice requirements relating to disclaiming a lease by a Company Liquidator	29 November 2013
2315	Dedication of Road by Notice	Addition of practice relating to dedication of the whole of a lot as a road for public use, by the registration of a dedication notice (s 54 of the Land Title Act 1994)	29 November 2013
4000	General Guide to Completion of Forms	Clarify items to be deposited in example 22 by amending dot point to read – “Certified Copy of Original deed of retirement (or discharge)”	29 November 2013
4050	Item 5	Clarify practice relating to the completion of the postal address by the applicant at Item 5 by removing 'other than a Request to Record Transmission by Bankruptcy'	29 November 2013
2410	Application by Local Government under Chapter 4 Part 12 Division 3 of the Local Government Regulation 2012	Amendment of practice relating to acquisition by local government for overdue rates	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
2170	Request to Record Transmission by Bankruptcy	Clarify practice relating to duty requirements	5 February 2013
2500	Reservation of Name for Community Titles Scheme	Clarify practice relating to reservation period for a reservation of name	5 February 2013
3015	Removal of a Carbon Abatement Interest	Add practice relating to removing a carbon abatement interest	5 February 2013
5500	Duty	Add removal of carbon abatement interest to list	5 February 2013
2170	Request to Record Transmission by Bankruptcy	Clarify practice relating to how a trustee in bankruptcy is recorded on a title; and clarify practice relating to evidence required to record a trustee in bankruptcy	2 August 2012
2270	Charge under s 139ZN or 139ZR of the Bankruptcy Act 1966 (Cth)	Clarify practice relating to a charge under s 139ZN or s 139ZR of the Bankruptcy Act 1966 (Cth)	2 August 2012
7000	Case Law	Editing by deleting para 7000	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice in 2025, 2040, 2100, 2110, 2160, 2250, 2320, 2420, 2530, 2825, 2827, 2980, 2990, 3000, 3010, 4000, 4030, 4150	14 February 2012
2260	Disclaimer	Clarify practice in relation to disclaiming property	14 February 2012
2800	Update of a Registered Power of Attorney	Clarify practice relating to lodgement fees when lodging updates of powers of attorneys and other general practice relating to updating a power of attorney	14 February 2012
4050	Update of a Registered Power of Attorney	Clarify practice relating to completion of Item 5 in Form 14	14 February 2012

Part 15—Request for amalgamation

Para	Paragraph heading	Summary of change	Published Date
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2021
2020 9000	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
8000	Fees	Refresh text and update references to Regulations	7 March 2018
0030	Various	Editing by deleting para 0030	16 August 2011

Part 16—Request to register power of attorney or revocation of power of attorney

Para	Paragraph heading	Summary of change	Published Date
0060	Existing Powers under s. 56 of the Trusts Act 1973	Update text to reflect change in practice due to changes in the Trusts Act 2025. Inclusion of sub-sections setting out transitional provisions and general requirements	28 April 2026
2030	Power of a Trustee to Appoint an Attorney	Update text to reflect changes in the Trusts Act 2025 and clarify that the trustee or their legal representative must determine if a trust instrument prohibits the appointment of an attorney	28 April 2026
0050	Dual Capacity Powers	Clarify requirements in relation to a principal acting in different capacities appointing an attorney	17 September 2025
0000	General Law	Update in accordance with changes to Property Law Act 2023	1 August 2025
2000	General Registration Requirements	Update in accordance with changes to Property Law Act 2023	1 August 2025
2135 (deleted)	Registration under the Property Law Act 1974	Section deleted following repeal of Property Law Act 1974	1 August 2025
0040	Prisoners	Clarify practice in relation to the requirement for the consent of the Public Trustee to a Power of Attorney granted by a prisoner	11 September 2023
0210	Revocation of Power of Attorney	Clarify practice when a Power of Attorney incorporates a clause revoking a previously registered Power of Attorney and the requirement for the lodgement of Revocation in certain circumstances	11 September 2023
2020	Power of Attorney under s. 56 of the Trusts Act 1973	Update text to remove example of Statutory Declaration and replace with guidance as to required statements to be included in a supporting declaration	11 September 2023
2137	Interstate or international power of attorney	Clarification of requirements for Powers of Attorney witnessed outside Australia by different types of witnesses.	11 September 2023
0010	General Rules Relating to Powers of Attorney	Update text to reflect correct requirements for an attorney to make a gift or donation	31 October 2022

Para	Paragraph heading	Summary of change	Published Date
0080	Corporation	Delete paragraph regarding appointment of an attorney by a director of a company under Section 52 Corporations Act 2001 (Cth)	31 October 2022
0196	Certified Copy of Power of Attorney under the Powers of Attorney Act 1998	Include information in relation to certification of a copy of an electronic document under section 24L of the POA	31 October 2022
0210	Revocation of Power of Attorney	Clarify circumstances in relation to revocation of enduring power of attorney	31 October 2022
0260	Revocation by Operation of Law	Inclusion of circumstances where an enduring power of attorney may be revoked pursuant to Chapter 3 Part 5 of the Powers of Attorney Act	31 October 2022
2010	Duty	Update text to reflect change of name of Office of State Revenue to Queensland Revenue Office	31 October 2022
2063	Form 1 under s. 11 of the Powers of Attorney Act 1998	Update section of Acts Interpretation Act 1954 to s48A	31 October 2022
2140	Execution of Power of Attorney - Individual	Update applicable sections of the Property Law Act	31 October 2022
0050	Dual Capacity Powers	Amend last paragraph to refer to prescribed fees	21 June 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and update paragraph relating to reference to Land Act and include information providing cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2021
0190 0191(new) 2137(new) 2138(new)	Various	Clarification of requirements relating to interstate or international powers of attorney	30 November 2020
0195 0196(new) 0198(new) 2015	Various	Update to reflect the change to the enduring power of attorney certification requirements made by the *Guardianship and Administration and Other Legislation Amendment Act 2019*	30 November 2020

Para	Paragraph heading	Summary of change	Published Date
0050 2030	Various	Clarify the specific practice requirements for a Form 16 lodged to register a power of attorney executed by a principal in the principal's trustee capacity	30 November 2020
0010 0130	Various	Update to reflect changes made by the *Guardianship and Administration and Other Legislation Amendment Act 2019* regarding a conflict of interest, gifts/donations and the limit of four joint attorneys for a matter under an enduring power of attorney	30 November 2020
0050	Dual Capacity Powers	Clarification that a letter is required to be deposited with dual capacity powers where the Form 16 relates to only one of the capacities	30 November 2020
0140	Successive Attorneys	Clarify the practice requirements for lodging a Form 16 to record a successive attorney under a power of attorney	30 November 2020
2000	General Registration Requirements	Updated to include the new forms under the *Powers of Attorney Act 1998*	30 November 2020
2040	Joint and Several Principals or Attorneys	Clarify that there is no provision in the *Powers of Attorney Act 1998* or the relevant enduring power of attorney forms for multiple principals to jointly and/or severally appoint an attorney	30 November 2020
0050	Dual Capacity Powers	Include wording in relation to dual capacity as director of company and in own right	1 October 2019
1000 8000	Various	Update sections to reflect legislative changes	1 October 2019
0160	Substitutionary Power of Attorney	Updated to refer to the substitute attorney execution practice requirements	1 October 2019
2140 2170 9000	Various	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
0020	Capacity of principal	Clarify requirements for an enduring power of attorney and subsequent dealings when the principal loses capacity.	10 April 2015
0195	Certified Copy of Power of Attorney	Clarify Titles Registry requirements for certifying copies of powers of attorney.	10 April 2015

Para	Paragraph heading	Summary of change	Published Date
2030	Power Under a Trust Deed to Appoint an Attorney	Removal of superfluous sentence	10 April 2015
2050	Registration of Power of Attorney Clause in Mortgage or Other Instrument	Clarify requirements in relation to a power of attorney when default is a pre-requisite of the power of attorney.	10 April 2015
2060	Error in Power of Attorney	Refreshing of text in paragraph	10 April 2015
0210	Revocation of Power of Attorney	Clarify practice in relation to revoking more than one power of attorney	1 July 2014
0020	Capacity of Principal	Clarify practice relating to capacity of principal by inserting "duress" into the text	29 November 2013
0030	Joint and Several principals	Deletion of paragraph 16-0030 (Joint and Several Principals) as text is now included in paragraph 16-2040	29 November 2013
0050	Dual Capacity Principals	Clarify practice relating to Dual Capacity Powers by inserting “The clause in the deed of trust authorising the appointment of an attorney must be stated in Item 3 of the Form 16 Request”.	29 November 2013
0160	Substitutionary Power of Attorney	Addition of text to clarify that a Form 16 Request and the substitutionary power of attorney document must be lodged to record the appointment of a substitute attorney; and relevant information to be inserted when lodging the document	29 November 2013
0175	Power of Attorney Clause, Mortgage or Other Instrument or Document	Deletion of paragraph 16-0175 (Power of Attorney Clause in Lease, Mortgage or Other Instrument or Document) as text has now been included in paragraph 16-2050	29 November 2013
0190	Interstate or International Power of Attorney	Refreshing of text relating to interstate and international powers of attorney	29 November 2013
0210	Revocation of Power of Attorney	Clarification of practice relating to Revocation of Power of Attorney by rationalising text from paragraph 16-0220 to the last paragraph of part 16-0210	29 November 2013

Para	Paragraph heading	Summary of change	Published Date
0220	Revocation of Joint and Several Principals	Add “Revocation” to the heading of paragraph and rationalise text by deleting the first paragraph from part 16-0220 and relocating to the first paragraph of part 16-0210	29 November 2013
0230	Revocation of Joint and Several Attorneys	Add “Revocation” to the heading of paragraph and minor refreshing of text	29 November 2013
0240	Revocation of Substituted Attorney	Add “Revocation” to the heading of paragraph	29 November 2013
0250	Revocation of a Power of Attorney Granted by a Corporation	Change heading of Paragraph to - Revocation of a power of attorney granted by a corporation	29 November 2013
0260	Revocation by Operation of Law	Insert text to clarify that appropriate evidence should be deposited with a Form 16 Request (if required) when revoking a power of attorney	29 November 2013
2020	Power of Attorney under s 56 of the Trust Act 1973	Rationalisation of irrelevant text to paragraph 16-2030	29 November 2013
2030	Power Under a Trust Deed to Appoint an Attorney	Clarify practice to include information about depositing a copy of the original trust instrument and clarify requirements when completing Items 1 and 3 of the Form 16 Request	29 November 2013
2040	Joint and Several Principals or Attorneys	Rationalise text from paragraph 16-0030 to clarify practice relating to Joint and Several Principals or Attorneys	29 November 2013
2050	Registration of Power of Attorney Clause in Mortgage or Other Instrument	Rationalise text from paragraph 16-0175 to clarify practice relating to registration of power of attorney clause in mortgage or other instrument or document	29 November 2013
4020	Item 2	Clarify completion of Item 2 of Form 16 when there is more than one attorney by inserting the words ‘as a majority’ or any two jointly into the paragraph	29 November 2013
0040	Prisoners	Clarify practice relating to prisoners granting a power of attorney	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
0120	Power of Attorney Granted by Way of Security - Irrevocable Powers	Clarify practice relating to power of attorney granted by way of security	25 March 2013
0270	Irrevocable Powers	Rationalise text to 16-0120	25 March 2013
2066	Forms 2 and 3 under s 44 of the Powers of Attorney Act 1998	Clarify practice relating to witnessing an enduring power of attorney	25 March 2013
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice in 0010, 0060, 0150, 0160, 0175, 0260, 2000, 2130, 2190	14 February 2012
0145	Alternative Attorney	Addition of new clause 16-0145 relating to Alternative Power of Attorney	14 February 2012

Part 17—Request to dispense with production of instrument – REMOVED 1 October 2019

Para	Paragraph heading	Summary of change	Published Date
All	Various	Removed following the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2010	Advertising	Clarification of practice relating to registration of Form 17 Request to Dispense with Production of Instrument.	10 April 2015
2020	Supporting Statutory Declaration	Clarify requirements when a statutory declaration is made by the personal representative/s.	10 April 2015
4000	General Guide to Completion of Forms	Update wording in example.	10 April 2015
0000 2010 2020 2040 4010	Various	Replace 'instrument' with 'certificate of title	1 July 2014
2020	Supporting Statutory Declaration	Clarify practice relating to requirements for declarations to support a request to dispense with title	25 March 2013
2010	Advertising	Clarify practice relating to advertising	5 February 2013
4000	General Guide to Completion of Forms	Clarify that the declaration must be a statutory declaration	5 February 2013
7000	Case Law	Editing by deleting para 7000	2 August 2012
4050	Item 5	Editing and clarification of current practice	16 August 2011

Part 18—General consent

Para	Paragraph heading	Summary of change	Published Date
4070	Guide to Completion of Form 18A - Item 2	Clarify requirements for execution by a body corporate for a community titles scheme	28 August 2024
4220	Guide to Completion of Form 18C - Item 3	Clarify practice in relation to electronic signatures by a planning body	28 August 2024
4070	Item 2 Consent by Registered Owner/Lessee	Clarify practice in relation to electronic signatures by registered owners/lessees	22 April 2024
4090	Item 2 Approval by Planning Body	Clarify practice in relation to electronic signatures by planning body	20 February 2023
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include information about a cross reference to legislation in introduction	21 June 2021
0000 2000 4000 4200(new) 4210(new) 4220(new)	Various	Updated for the new Form 18C to be used for the Planning Body Notation to a Community Management Statement	30 November 2020
0000	General Law	Include a second paragraph about the use of the 18A and 18B	27 April 2020
2000	Practice	Amend first paragraph which makes reference to item 2 for Form 21	27 April 2020
2000	Practice	Include information that Forms 18A and 18B must be deposited with a survey plan and cannot be lodged on their own	27 April 2020
4000	General Guide to Completion of Forms	Include examples of Forms 18A and 18B	27 April 2020

Para	Paragraph heading	Summary of change	Published Date
4060 4070 4080 4090 4100	Various	Include Guides to Completion of forms 18A and 18B	27 April 2020
2000 9000	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2000	Practice	Updated to clarify that the consent must be deposited with the instrument or document that is being consented to	1 October 2019
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	7 March 2018
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
0000	General Law	Refreshing of text only	29 November 2013
0080	Mortgagee's Consent	Inclusion of reference to Lessee's consent	29 November 2013
0100	Lessee's Consent	Inclusion of reference to Part 9-2082	29 November 2013
0180	Lessee's Consent	Inclusion of information relevant to High-density Development Easements	29 November 2013
0190	Lessee's/Mortgagee's Consent	Inclusion of information relevant to a Surrender of a High-density Development Easement	29 November 2013
4010	Item 1	Clarify practice relating to completion of Item 1	29 November 2013
7000	Re Lehrer and the Real Property Act (1861) 6 LGRA 122	Remove non-relevant case law	29 November 2013
7010	The Centre Pty Ltd v Thomas R Magnus Pty Ltd [1969] Qd R 452	Remove non-relevant case law	29 November 2013

Para	Paragraph heading	Summary of change	Published Date
7020	Benmar Properties Pty Ltd v Makucha (unreported, Supreme Court of Queensland, Thomas J, 10/11/93)	Remove non-relevant case law	29 November 2013

Part 19—Application for title – REMOVED 1 October 2019

Para	Paragraph heading	Summary of change	Published Date
All	Various	Removed following the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
0000	General Law	Clarify practice in relation to an Application for a Certificate of Title	28 July 2017
2000	Practice	Clarify practice in relation to an Application for a Certificate of Title	28 July 2017
0000	General Law	Updated to reflect changes in practice following the amendments made to the *Land Title Act 1994* (Qld) by the *Electronic Conveyancing National Law (Queensland) Act 2013* (Qld)	7 July 2017
2000	Practice	Updated to reflect changes in practice following the amendments made to the *Land Title Act 1994* (Qld) by the *Electronic Conveyancing National Law (Queensland) Act 2013* (Qld)	7 July 2017
0000	General Law	Editing and clarification of current practice	16 August 2011

Part 20—Schedule, enlarged panel, additional page, declaration or standard terms document

Para	Paragraph heading	Summary of change	Published Date
2019 (new)	Lease Declaration	Insertion of new section relating to Form 20 – Lease Declaration	22 April 2025
2017 (new)	Responsible Entity Details Form	Insert new section referring to Responsible Entity Details Form	9 December 2024
2018 (new)	Body Corporate and Community Management (BCCM) Execution / Relevant Certificate	Insert new section referring to Form 20 BCCM Execution	28 August 2024
2015	Identity/Witnessing Certification	Part 60 Witnessing and Execution references updated to new Part 61 references	1 October 2019
9000	Cross References and Further Reading	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2015 2016	Identity/Witnessing Certification Trust Details Form	Insertion of the Identity/Witnessing Certification and Trust Details Form sections under Schedule with reference to other relevant sections in the Land Title Practice Manual	28 May 2018
2010	Schedule	Clarification of different requirements for use with the National Mortgage Form	7 March 2018
2020	Enlarged Panel	Clarification of different requirements for use with the National Mortgage Form	7 March 2018
9000	Cross References and Further References	Update reference to Part 2 – National Mortgage Form and Part 23 – Priority Notice	7 March 2018
2020	Enlarged Panel	Clarify requirements relating to the use of an enlarged panel when there is insufficient space for all parties to execute on the face of the form	1 July 2014
2020	Enlarged Panel	Clarify practice relating to executing using a Form 20	25 March 2013
2020	Enlarged Panel	Clarify practice relating to executing using a Form 20	21 December 2011

Para	Paragraph heading	Summary of change	Published Date
	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice in paras 0040, 2040, 2050, 2060, 2070, 2080 and 2090	16 August 2011

Part 21—Plans and associated documents

Para	Paragraph heading	Summary of change	Published Date
2230	Consent of Mortgagee, Lessee, Covenantee or Grantee of an Easement, Carbon Abatement Interest or of a Profit a Prendre	Update text to clarify requirements for consent to partial or full extinguishment of an easement and include additional information for consents relating to an interest registered in relation to a secondary interest	28 April 2026
2320	Transfer to Local Government as Trustee	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2270	Public Use Land	Update text to introduce new sub-sections	17 September 2025
2270 -1 (new)	Purpose of Public Use Land	New section setting out the different purposes of public use land and updated legislative provisions	17 September 2025
2270-2 (new)	Plan Requirements for Public Use Land	New section setting out the requirements for a survey plan that depicts public use land	17 September 2025
2270-3 (new)	Statement of Intent – Plan Lodgement under the Land Title Act 1994	New section setting out the requirements for the deposit of a Statement of Intent – Plan Lodgement under the Land Title Act 1994	17 September 2025
2280	Public Use Land other than Road	Update text to clarify requirements relating to Public Use Land other than Road	17 September 2025
2290	Public Use Land – Road	Update text to clarify requirements relating to Public Use Land – Road and to introduce new sub-sections	17 September 2025
2290-1 (new)	Dedication of Unallocated State Land as Road under s. 94 of the Land Act 1994	New section heading and update text to clarify requirements when road is being dedicated pursuant to section 94 of the Land Act 1994	17 September 2025
2290-2 (new)	Dedication of Fee Simple Land as Road under s. 54 of the Land Title Act 1994	Include new section heading	17 September 2025

Para	Paragraph heading	Summary of change	Published Date
2290-3 (new)	Dedication of Fee Simple Land as Road under s. 12B of the Acquisition of Land Act 1967	Include new section heading	17 September 2025
2290-4 (new)	Dedication of Fee Simple Land as Road, under s. 327 of the Land Act 1994	Include new section heading	17 September 2025
4010	Guide to Completion of Forms 21Z/21/21A/21B	Clarify requirements where public use lots are indicated on the Form 21Z	17 September 2025
2080	Plan of Survey for Easement - What form should the planning body approval take	Clarify requirements for deposit of planning body approval with easements and easement plans	9 December 2024
4000	Forms	Updated to show new Version of Form 21Z (Version 3)	9 December 2024
4010	Guide to Completion of Forms 21Z/21/21A/21B	Clarify requirements for completion of Form 21Z and Form 21B	9 December 2024
2235	Consent of other parties	Include requirement for consent by the executive director of the Wet Tropics Management Authority to certain plans	22 April 2024
2010	Preparation of Plan	Clarify requirements for a survey plan lodged in paper	11 September 2023
2080	Plan of Survey for Easement	Clarify the requirement for registered owners consent in Form 18A and planning body approval in Form 18B	11 September 2023
2250 (deleted)	Plan Registration Compliance Checklist	Section deleted as the deposit of the SMIA Form 10 is no longer required	11 September 2023
4010	Survey Plan (Main Plan [21], Administration Sheet [21B] and Additional Sheet/s [21A])	Clarify requirements for a survey plan lodged in paper	11 September 2023
2190	Reservation for a Public Purpose under s. 23 of the Land Act 1994	Update text to include information regarding the use of a Form 18 General Consent to authorise a reservation	1 November 2021

Para	Paragraph heading	Summary of change	Published Date
2250	Plan Registration Compliance Checklist	Correct text to show Item 5 on plan administration sheet (Form 21B)	1 November 2021
2300	Creation of Indefeasible Title	Include to text to clarify the requirement for title reference to be shown on dealings lodged to follow a survey plan	1 November 2021
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
2190	Reservation for a Public Purpose under s. 23 of the Land Act 1994	Amend reference to Minister to chief executive	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2130 2320 4000 4010	Various	Updated for the new Version 2 of the Form 21Z and other minor amendments	30 November 2020
2330	Realignment of Lot Boundaries	Include text to clarify that consent of all mortgagees is required	30 November 2020
4010	Heading – Survey Plan (Main Plan) [21A]	Correct typographical error in relation to form number for Main Plan	30 November 2020
2220 4000 4010	Various	Updated for the changes related to the eLodgement of Survey Plans including the new Form 21Z - Plan Cover Sheet	1 July 2020
2130	Approval by Planning Body	Include paragraph under first paragraph regarding the use of a Form 18B for Planning Body approval	27 April 2020
2130	Approval by Planning Body	Under heading Exemption from Approval delete reference to Item 1 and include information about completed Form 18B	27 April 2020
2170	(Artificial Waterways) Application made after 20 October 2003	Amend paragraphs referring to local government approval to refer to planning body approval and include information about use of a Form 18B	27 April 2020

Para	Paragraph heading	Summary of change	Published Date
2220	Consent by the Registered Owner/Lessee of a State lease	Amend reference to signing the plan to give consent to plan and include information about the use of a Form 18A	27 April 2020
2320	Transfer to Local Government as Trustee	Amend paragraphs referring to local government approval to refer to planning body approval and include information about use of a Form 18B	27 April 2020
4000	General Guide to Completion of Forms	Include example of updated form 21B (Version 2)	27 April 2020
4010	Guide to Completion of Forms 21/21A/21B	Delete reference to items 1 and 2 on Form 21B	27 April 2020
4010	Guide to Completion of Forms 21/21A/21B	Amend item requirements for items 1 and 2 to make reference to relevant Consent/approval and include information about use of Forms 18A and 18B	27 April 2020
2070	Plan of Subdivision	Amend sentence relating to plan being signed by registered owner	27 April 2020
2090	Plan of Survey for Lease	Insert sentence relating to deposit of completed Form 18A	27 April 2020
2100	Plan of Survey for Profit a prendre	Insert sentence relating to deposit of completed Form 18A	27 April 2020
2110	Plan of Survey for Covenant	Insert sentence relating to deposit of completed Form 18A	27 April 2020
2115	Plan of Survey for Carbon Abatement Interest	Insert sentence relating to deposit of completed Form 18A	27 April 2020
2120	Plan of Survey for Resumption	Insert sentence relating to deposit of completed Form 18A under headings Resumption of an Easement and Resumption of Land	27 April 2020
2160	(Artificial Waterways) Application made prior to 20 October 2003	Include information about use of a Form 18B for Planning body approval and endorsement by Executive Council	27 April 2020
4010	Guide to Completion of Forms 21/21A/21B	Renumber items and delete reference to item 3	27 April 2020

Para	Paragraph heading	Summary of change	Published Date
2080 2090 2100 2110 2115 2120 2230 2240	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2220	Signing by the Registered Owner/Lessee of a State lease	Changing Part 60 Witnessing and Execution references to Part 61	1 October 2019
2230 2235	Consents	Include new paragraph relating to consents by other parties	26 June 2019
2010 2030 2170 2320 4020	Various	Delete references to Forms 38, 38A and 38B	30 April 2018
2280	Public Use Land other than Road	Update reference to applicable section of *Land Act 1994*	7 March 2018
0010	Definitions	Refresh text in relation to *Planning Act 2016* and *Planning Regulation 2017*	9 October 2017
2010	Preparation of Plan	Refresh text to current plan forms and change reference to EARL to Esurvey	9 October 2017
2080	Plan of Survey for Easement	Refreshing text in relation to *Planning Act 2016* and clarify practice in relation to planning body approval	9 October 2017
2115	Plan of Survey for Carbon Abatement Interest	Insert reference to applicable section of *Land Act 1994*	9 October 2017
2130	Approval by Planning Body	Refresh text in relation to *Planning Act 2016* and *Planning Regulation 2017*	9 October 2017

Para	Paragraph heading	Summary of change	Published Date
2170	Application made after 20 October 2003	Refresh text to current plan forms	9 October 2017
2200	Agreement under the Local Government (Planning and Environment) Act 1990 or the Local Government Act 1936	Refresh text in relation to *Planning Act 2016*	9 October 2017
2220	Signing by the Registered Owner/Lessee of a State lease	Include reference to signing by lessee of State Lease and *Land Act 1994*	9 October 2017
2250	Plan Registration Compliance Checklist	Refresh text to current plan forms	9 October 2017
2320	Transfer to Local Government as Trustee	Refresh text in relation to *Planning Act 2016*	9 October 2017
4000	General Guide to Completion of Forms	Update forms to current versions	9 October 2017
4010	Guide to Completion of Forms 21/21A/21B	Refresh text to current plan forms and clarification of item requirements	9 October 2017
4020	Guide to Completion of Forms 38/38A/38B	Refresh text to current plan forms and clarification of item requirements	9 October 2017
4020	Guide to Completion of Forms 38/38A/38B	Change reference to EARL to Esurvey	9 October 2017
2230	Consent of Mortgagee, Lessee, Covenantee or Grantee of an Easement, Carbon Abatement Interest or of a Profit a Prendre	Include reference to definition of a plan of subdivision	15 April 2016
2080	Plan of Survey for Easement	Clarify when a plan of survey depicting an easement requires the approval of a planning body	10 April 2015

Para	Paragraph heading	Summary of change	Published Date
2120	Plan of Subdivision for Resumption	Clarify that the consent of a registered proprietor whose interest is affected by a resumption is not required to be deposited.	10 April 2015
2210	Covenant under s 174 of the Land Act 1994	Remove paragraph as legislation will be deleted from 1 July 2014	1 July 2014
0020	Preparation of Plan	Deletion of paragraph (Preparation of plan) as information is contained in paragraph 21-2010	29 November 2013
0030	Approvals and Consents	Deletion of paragraph (Approvals and consents) as information is contained in paragraphs 21-2130 and 21-2140	29 November 2013
0040	Plan Formats	Deletion of paragraph (Plan formats) as information is contained in paragraphs 21-2020 and 21-2050	29 November 2013
2070	Plan of Subdivision	Addition of information to clarify practice when a title with a Road Licence recorded over it is being subdivided by a survey plan.	29 November 2013
2080	Plan of Survey for Easement	Addition of wording to reflect that a high-density development easement is not required to be defined by a survey plan	29 November 2013
2120	Plan of Subdivision for Resumption	Refreshing of text to clarify practice requirements relating to the resumption of an easement or a resumption of land	29 November 2013
2130	Approval of Planning Body	The practice and information relating to approval by planning body have been updated after amendments were made to s 50 of the Land Title Act 1994	29 November 2013
2180	Access	The practice and information relating to approval by planning body have been updated after amendments were made to s 50 of the Land Title Act 1994	29 November 2013
2270	Public Use Land	Update information relating to dedication of land to public use land after amendments were made to s 51 of the Land Title Act 1994 and by including reference to relevant sections of the Land Act 1994	29 November 2013
2290	Public Use Land - Road	Addition of practice relating to the dedication of road by notice under s 54 of the Land Title Act 1994 and refreshing of previous text	29 November 2013
0010	Definitions	Amend definition of "Planning Body"	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
2130	Approval by Planning Body	Delete reference to Urban Land Development Authority and include reference to Minister for Economic Development Queensland (MEDQ)	25 March 2013
2230	Consent of Mortgagee, Lessee, Covenantee or Grantee of an Easement, Carbon Abatement Interest or of a Profit a Prendre	Clarify practice relating to consent by a chargee of a Statutory charge	25 March 2013
2130	Approval of Planning Body	Addition of practice relating to approval by planning body where land the subject of a plan of subdivision is in multiple planning body areas	5 February 2013
2150	Tidal Boundaries	Delete paragraph as no longer relevant	5 February 2013
2210	Covenant under s 174 of the Land Act 1994	Clarify practice relating to removing a covenant under s174 of the Land Act 1994	5 February 2013
2230	Consent of Mortgagee, Lessee, Covenantee or Grantee of an Easement, Carbon Abatement interest or of a Profit a Prendre	Clarify definition of 'affected' and practice relating to consents for a subdivision	5 February 2013
2290	Public Use Land - Road	Clarify practice relating to a request to record road dedication	5 February 2013
2010	Preparation of Plan	Clarify practice relating to Preparation of Plan	17 December 2012
2115	Plan of Survey for Carbon Abatement Interest	Addition of practice relating to Plan of survey for Carbon Abatement Interest	17 December 2012
2230	Consent of Mortgagee, Lessee, Covenantee or Grantee of an Easement, Carbon Abatement Interest or of a Profit a Prendre	Clarify practice relating to consents for a subdivision	17 December 2012

Para	Paragraph heading	Summary of change	Published Date
4000	General Guide to Completion of Forms	Add new Version of Form 21 and new Forms 38 and 38A	17 December 2012
4010	Guide to Completion of Forms 21/21A	Clarify practice relating to Completion of Forms 21/21A	17 December 2012
4020	Guide to Completion of Forms 38/38A	Add practice relating to Completion of Forms 38/38A	17 December 2012
9000	Cross References for further Reading	Addition of Parts for cross referencing	17 December 2012

Part 22—Certificate of title – REMOVED 1 October 2019

Para	Paragraph heading	Summary of change	Published Date
All	Various	Removed following the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2010	Certificate of Title to be Lodged	In view of amendments to s 154(2) of the Land Title Act 1994, additional instances when a certificate of title does not have to be returned for cancellation have been included	29 November 2013
2010	Certificate of Title to be Lodged	Editing and clarification of current practice	2 August 2012
9050	Notes in text	Editing and clarification of current practice	16 August 2011

Part 23—Priority Notice, Extension of Priority Notice and Withdrawal of Priority Notice

Para	Paragraph heading	Summary of change	Published Date
4010	Lodger Details	Update guidance relating to completion of Lodger Box field	4 September 2026
7010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	20 March 2025
7105 (new) 7110 (new) 7115 (new)	Electronic Conveyancing Mandate Exemptions to Required Instruments When an Exemption Applies	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include information about a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
Example 1A, 4050, 4070	Various	Inserted an example to a party receiving as trustee, inserted reference to Guide to Completion and included note regarding including the trustee capacity for a party receiving in the Transaction Instruments Panel. Other minor amendments.	31 May 2021

Para	Paragraph heading	Summary of change	Published Date
4000 4070 5070 6070 7000 7010 7100 7200 7300 7400 7600 7610 7620 7700 7710 7720 9000 (new)	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material moved from existing sections to new eConveyancing sections and references inserted. Other minor drafting amendments.	31 May 2021
2020	Operation and Effect of Priority Notice	Update to reflect amendments made by the *Natural Resources and Other Legislation Amendment Act 2019*	26 June 2019
4010	Lodger Details	Clarify the practice in relation to completing the Lodger Details panel	26 June 2019
4000	General Guide to completion of forms	Remove ACN from Party Receiving in Example	7 March 2018
All	Various	Part 23A amended to Part 23 and reference to Settlement Notices removed	7 March 2018
All	Various	Insertion of Part 23A – Priority Notice, Extension of Priority Notice and Withdrawal of Priority Notice prior to the introduction of the Priority Notice Mechanism on 1 January 2018	31 October 2017
4000	General Guide to Completion of Forms	Insertion of information relating to lodging a settlement notice as an electronic conveyancing document	15 April 2016

Para	Paragraph heading	Summary of change	Published Date
4080	Item 8	Insertion of information relating to lodging a settlement notice as an electronic conveyancing document	15 April 2016
2070	Cancelling Settlement Notice	Amend information to clarify that a request to cancel a Settlement Notice may only be cancelled by the lodgement of a Form 14 General Request that outlines the basis for the cancellation.	29 November 2013
2000	Requirements of Settlement Notice	Rationalisation of text relating to requirements of a settlement notice	24 May 2013
4060	Item 6	Clarify practice relating to completion of Item 6	24 May 2013
2020	Operation of Settlement Notice	Editing and clarification of current practice	14 February 2012
4040	Item 4	Clarify practice for completion of item 4 for a transfer by a third party	14 February 2012
4060	Item 6	Clarify practice relating to the completion of item 6	14 February 2012
	Various	Editing and clarification of current practice in paras 2000 and 4040	16 August 2011

Part 24—Property transfer information

Para	Paragraph heading	Summary of change	Published Date
0000 2030 4010 4030 4060 4080 4110 4120 5000	Various	Update text to include reference to eConveyancing mandate and reflect machinery of Government changes	20 March 2025
0000 4000 4010 4020 4030 4050 4070 4080 4100	Various	Update text to reflect change of name of Office of State Revenue to Queensland Revenue Office	31 October 2022
4000 4010	Various	Update examples of Forms 24 and 24A to reflect changes to Forms including the updated definition of a foreign person or corporation	31 October 2022
4020 4100	Definition of Foreign Person and Foreign Corporation	Update reference to Commissioner of State Revenue to Commissioner of Queensland Revenue Office	31 October 2022
4060 4110	Smoke Alarm	Update text in relation to smoke alarm requirements following to amendments to the Fire and Emergency Services Act 1990	31 October 2022

Para	Paragraph heading	Summary of change	Published Date
4120	Contact Details for Further Information	Update contact details for different agencies including change of name of Office of State Revenue	31 October 2022
4010	Guide to Completion of Form 24	Update of Department/agency references where required	1 November 2021
4020	Item 1	Include information regarding additional reporting requirement for Australian Taxation Office	1 November 2021
4080	Guide to Completion of Form 24A	Update of Department/agency references where required	1 November 2021
4100	Item 2	Include information regarding additional reporting requirement for Australian Taxation Office	1 November 2021
5700	Electronic Form Notes for Completion	Include information regarding additional reporting requirement for Australian Taxation Office	1 November 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
0000, 4020, 4030, 4050, 4060, 4100, 4110, 4120	Various	Updated government agency names and contact details.	31 May 2021
4035 (deleted), 5000 5010 5100 5200 5300 5400 5600 5610 5620 5700 9000 (new)	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material deleted or moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021
4020 4100	Various	Updated to reflect changes made to the *Foreign Ownership of Land Register Act 1988* by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 July 2020

Para	Paragraph heading	Summary of change	Published Date
0000 4010 4020 4060 4080 4100 4110 4120	Various	Updating references to the department	17 April 2019
4050	Item 4	Text about adjustments to the sale price updated	17 April 2019
	Various	Update in relation to inclusion of question 6(i) re: Non-Australian entity	9 October 2017
	Various	Insertion of information relating to inclusion of an email address in paras 4000,4020 and 4100	15 April 2016
4035	Execution (Electronic Form)	Insertion of information relating the execution and certification of a form 24 lodged as an electronic conveyancing document	15 April 2016
4000	General Guide to Completion of Forms	Update example to reflect new 'Version (6)' of Form 24	1 July 2014
4050	Item 4	Include information to identify that the sale price must include GST if applicable	1 July 2014
4070	Item 6	Include new information to assist with completing new Items 6 (g) and (h)	1 July 2014
	Various	Editing and clarification of current practice in paras 0000; 2010 and 2030	2 August 2012
4000	General Guide to Completion of Forms	Editing and clarification of current practice	14 February 2012
	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice in paras 4020 and 4100	16 August 2011

Part 25—Foreign ownership information

Para	Paragraph heading	Summary of change	Published Date
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	20 March 2025
0030 4000	Various	Update examples of Form 25 to reflect changes to Form in relation to reference to Queensland Treasury Public Rulings	31 October 2022
2100 2200 2300 5200	Various	Update email address for Titles Registry from Resources to Titles Queensland	31 October 2022
2400 (moved), 4045 (deleted), 5000 (new), 5010 (new), 5100 (new), 5200 (new), 5300 (new), 5400 (new), 5600 (new), 5610 (new), 5620 (new), 5700 (new), 9000	Various	New eConveyancing sections inserted into Part including Electronic Form examples. eConveyancing material deleted or moved from existing sections to new eConveyancing sections and references inserted.	31 May 2021
2100, 2200, 2300	Various	Updated titlesinfo e-mail address domain.	31 May 2021
0000, 0010, 0020, 0030, 0035 (new), 0036 (new), 0040, 2000,	Various	Updated for the new Form 25 version 5; the changes made to the *Foreign Ownership of Land Register Act 1988* by the *Land, Explosives and Other Legislation Amendment Act 2019*; and other minor amendments	1 July 2020

Para	Paragraph heading	Summary of change	Published Date
2100 (new), 2200 (new), 2300 (new), 2400, 4000, 4010, 4020, 4030, 4040, 9000			
4040	Declaration	Clarify requirements for completing declaration	15 April 2016
4045	Execution (Electronic Form)	Insertion of information in relation to the execution and certification of a form 25 lodged as an electronic conveyancing document	15 April 2016
0030	Foreign Person Acquiring an Interest in Land	Clarify practice relating to a foreign person acquiring an interest in land	29 November 2013
2000	Practice	Editing and clarification of current practice	2 August 2012
2000	Practice	Editing and clarification of current practice	16 August 2011

Part 29—Profit à prendre

Para	Paragraph heading	Summary of change	Published Date
1000	Legislation	Amend legislation section to cross reference to information about legislation in the introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2000	Requirements of Profit a Prendre	Update text to reflect requirement for written approval of chief executive	16 October 2020
	Various	Addition of practice and titles registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of current practice in para 2050	16 August 2011

Part 30—Mortgage priority

Para	Paragraph heading	Summary of change	Published Date
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
1000	Legislation	Refresh text in relation to applicable sections of the Water Act 2000	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
9000	Cross References and Further Reading	Update reference to Part 2 – National Mortgage Form	7 March 2018
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011

Part 31—Covenants

Para	Paragraph heading	Summary of change	Published Date
4000	General Guide to Completion of Forms	Update first example to clarify legislative provisions	20 March 2025
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
0000 2000 2300 4050	Various	Update text to reflect requirement for written approval of chief executive	16 October 2020
4000	Forms	Update reference to legislation in second example	16 October 2020
2200	Release of Covenant	Clarify that where there are several uses being restricted and this changes, an amendment is the appropriate course of action, not a partial release	1 October 2019
2100	Requirements for a Covenant	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4050	Item 5	Changing Part 60 Witnessing and Execution references to Part 61	1 October 2019
0000	General Law	Refresh text in relation to applicable sections of the Land Act 1994	30 April 2018
2040	Purposes for which covenants may not be used	Update wording in relation to the effect of a binding covenant on other dealings	30 April 2018
2040	*Integrated Planning Act 1997* and *Sustainable Planning Act 2009*	Update heading to Planning schemes and development approval conditions and refresh text in relation to *Planning Act 2016*	30 April 2018
2060	Compliance with Legislation	Refresh text in relation to *Planning Act 2016*	30 April 2018
2100	Requirements for a Covenant	Refresh text in relation to applicable sections of the *Land Act 1994*	30 April 2018

Para	Paragraph heading	Summary of change	Published Date
4040	Item 4	Refresh text in relation to applicable sections of the *Land Act 1994* and clarify practice for covenants binding multiple tenure types	30 April 2018
8000	Fees	Refresh text and update references to Regulations	30 April 2018
2150	Survey requirements of a covenant over part of a lot or land	Clarify survey requirements for a covenant over part of a lot or land.	10 April 2015
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011
2150	Survey requirements of a covenant over part of a lot or land	Clarify practice relating to lodging a covenant following a survey plan for a covenant.	7 December 2011

Part 32—Building management statements

Para	Paragraph heading	Summary of change	Published Date
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2000	Requirements of Building Management Statement	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
0000	General Law	Refresh text in relation to applicable sections of the *Land Act 1994*	30 April 2018
8000	Fees	Refresh text and update references to Regulations	30 April 2018
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011

Part 33—Release of covenant/profit à prendre

Para	Paragraph heading	Summary of change	Published Date
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
4000 4020 8000	Various	Remove County and Parish references and update Fees section	1 October 2019
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011

Part 34—Extinguishment of building management statement

Para	Paragraph heading	Summary of change	Published Date
2000	Practice	Clarify requirements for execution and supporting documentation where the body corporate executes for a community titles scheme	28 August 2024
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2000	Practice	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4000 8000	Various	Remove County and Parish references and update Fees section	1 October 2019
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011

Part 36—Carbon Abatement Interests

Para	Paragraph heading	Summary of change	Published Date
0000	General Law	Include text and references in relation to land administered under the Nature Conservation Act 1992	1 November 2021
0000	General Law	Clarify description of non-freehold land and update applicable references to legislation	1 November 2021
2050	Minister's Consent where Interest is in Non-Freehold Land and Freehold Land held as Deed of Grant in Trust	Clarify requirements for Minister's consent for various non freehold tenures and include reference to Nature Conservation Act	1 November 2021

Para	Paragraph heading	Summary of change	Published Date
2050	Interest granted by the Lessee of a Term Lease or Licensee of an Occupational Licence	Clarify requirements for inclusion of name of the Department representing the State of Queensland	1 November 2021
4000	Forms	Update wording in example to show correct Department name at Item 1	1 November 2021
1000	Legislation	Amend to include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2050	Additional Requirements – Freehold Land	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
8000	Fees	Minor updates to references in Fee section	1 October 2019
2000	Requirements of a Carbon Abatement Interest	Include reference to a term of 25 years	29 July 2016
All		Insertion of Part 36 Carbon Abatement Interests	5 February 2013

Part 37—Surrender of a Carbon Abatement Interest

Para	Paragraph heading	Summary of change	Published Date
1000	Legislation	Amend to include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
2000	Surrender of Carbon Abatement Interest	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4050	Item 5	Refresh text to include grantor and grantee	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
All		Insertion of Part 37 Surrender of a Carbon Abatement Interest	5 February 2013

Part 39—High-Density Development Easement

Para	Paragraph heading	Summary of change	Published Date
2040	By Order of the Court	Update in accordance with changes to Property Law Act 2023	1 August 2025
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2021
2010 2040	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4060 9000	Various	Changing Part 60 Witnessing and Execution references to Part 61	1 October 2019
0000	General Law	Update to reflect the change to the small lot size	26 June 2019
4000 8000	Various	Removal of County and Parish information and minor update to fees information	26 June 2019
0020	Creation of High-density Develop Easement	Clarify requirements for creating high-density development easements	1 July 2014
All		Insertion of Part 39 High-density Development Easement	24 June 2013

Part 40—Surrender of a High-Density Development Easement

Para	Paragraph heading	Summary of change	Published Date
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2021
2000	Surrender of High-density Development Easement	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4000 4020 4040 8000 9000	Various	Remove County and Parish references, update Fees section and update Part 60 references to Part 61	1 October 2019
All		Insertion of Part 40 Surrender of High-density Development Easement	24 June 2013

Part 45—Community Title Schemes

Para	Paragraph heading	Summary of change	Published Date
2062	Execution Types (By Instrument)	Inclusion of Form 12 – Request to Register Writ/Warrant of Execution in list of instrument types	20 March 2025
2180	Execution of a CMS – New CMS	Clarify that a Form 20 – BCCM Execution is required for a New CMS and include paragraph setting out requirements when the original owner executes a New CMS	9 December 2024
4000	General Guide to Completion of CMS Forms	Clarify requirements for completion of CMS forms, including page numbering	9 December 2024
4000	Forms	Inclusion of Example 7 – Form 20 BCCM Execution for New CMS	9 December 2024
4020	General Comments	Clarify requirements regarding page numbering for CMS	9 December 2024
4100	Item 8	Clarify that a Form 20 – BCCM Execution is required for a New CMS and include reference to example 7	9 December 2024
0000	General Law	Clarify text around amending legislation and include cross reference for information about transitional provisions	28 August 2024
Various	Various	Clarification of requirements for execution and supporting documentation for various dealings involving community titles schemes	28 August 2024
2030 (new)	Types of Body Corporate Modules (Regulation Modules)	Insertion of new section setting out types of modules and applicable Regulation	28 August 2024
2040 (deleted)	Seal of Body Corporate	Part deleted	28 August 2024
2050 (new)	Executions by a Body Corporate prior to 1 May 2024	Guidance on executions by body corporate prior to 1 May 2024	28 August 2024
2060 2061 to 2068 (new)	Executions by a Body Corporate	Guidance on executions by body corporate after 1 May 2024 and direction for use of new Form 20 – BCCM Execution	28 August 2024

Para	Paragraph heading	Summary of change	Published Date
2070-2079 (new)	Miscellaneous Guidance and Requirements for Executions by a Body Corporate	Ancillary guidance on body corporate executions covered in parts 2060 to 2068	28 August 2024
2080-2081 (new)	Guidance on Completion of the Form 20 – BCCM Execution	Guidance on completion and execution of the Form 20 – BCCM Execution	28 August 2024
2085 (new)	Guidance on Completion and Execution of the Form 14 – General Request by a Body Corporate	Guidance on Completion and Execution of a Form 14 by a Body Corporate	28 August 2024
2840 (deleted)	Definitions for Transitional Provisions	Part deleted	28 August 2024
2860 (deleted)	Existing 1980 Act Plans	Part deleted	28 August 2024
2880 (deleted)	Application of 1980 Act to Plans Not for a 'Specified Act'	Part deleted	28 August 2024
2900 (deleted)	Application of 1980 Act to Plan for a 'Specified Act'	Part deleted	28 August 2024
2920 (deleted)_	Classification of Existing Plan	Part deleted	28 August 2024
2945 (new)	Transitional Provisions - Building Units and Group Titles Act 1980	New section to provide details about transitional provisions previously set out in part 2840 to 2920	28 August 2024
3141 (new)	Termination for economic reasons	New part setting out requirements when a scheme is terminated for economic reasons including a cross reference to Part 52-0340	28 August 2024
9050 (deleted)	Notes in text	Part deleted and information about application of part included in 45-0000	28 August 2024
2000	Basic Attributes of a Community Titles Scheme	Update text to clarify correct lodgement order for First CMS and Survey Plan	5 June 2023

Para	Paragraph heading	Summary of change	Published Date
2230	Services Location Diagrams and Statutory Easements for a Community Titles Scheme	Update text to clarify where a service location diagram is required for building format or volumetric plans	5 June 2023
3140	Termination of a Community Titles Scheme	Clarify requirements for deposit of Registered Owner/Lessee consent and update text to clarify that the body corporate resolution must be signed under the body corporate seal	5 June 2023
1000 (new)	Legislation	Include new section for legislation that provides a cross reference to legislation in introduction	21 June 2021
2340	Searching Community Title Schemes	Amend references throughout from regulated fees to prescribed fees	21 June 2021
2400	Change of Address of a Body Corporate	Amend reference from regulated fee to prescribed fee	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2021
2600 2620 2640	Various	Update section to refer to the new Body Corporate and Community Management (Standard Module) Regulation 2020	19 March 2021
2200,2220,2240, 2260,2280,2360, 2445,2450,2500, 2670,3180,4000, 4010 and 4090	Various	Updated to reflect that the planning body notation to a CMS is now to be provided using the new Form 18C – Planning Body Community Management Statement Notation and other minor amendments	30 November 2020
2540	Lot to be added to common property	Clarify requirements for inclusion of a lot or part of a lot in a subsidiary scheme in the common property of the principal scheme	16 October 2020
4160	Schedule E – Allocation of Exclusive Use Areas (if applicable)	Clarify the practice for the completion of Schedule E of Exclusive Use Areas in a new CMS	16 October 2020

Para	Paragraph heading	Summary of change	Published Date
2380 3140 3180	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4010	Requirements to Complete a CMS	Correction to reference to BCCMA (Chapter 1 to Chapter 2)	1 October 2019
2060	Executions under Body Corporate Seal	Correction of minor typographical error	26 June 2019
2600	Part of Common Property on a Standard or Volumetric Format Plan being Excised	Clarify practice in relation to excising part of common property from a scheme	15 April 2016
2620	Part of Common Property on a Building Format Plan Outside a Building or Structure Being Excised	Clarify practice in relation to excising part of common property from a scheme	15 April 2016
2640	Part of Common Property on a Building Format Plan within a Building or Structure Being Excised	Clarify practice in relation to excising part of common property from a scheme	15 April 2016
2320	Changing the Name of a Scheme	Clarify execution requirements	1 March 2016
2180	Execution of a CMS	Clarification of information re execution of a First CMS.	10 April 2015
2620	Common Property on a Building Format Plan Outside a Building or Structure Being Excised	Removal of inapplicable wording	10 April 2015
3180	Documentation for Amalgamating Schemes	Clarify requirements relating to reciprocal easements when amalgamating schemes.	10 April 2015
4100	Item 8	Clarification of information re execution of a First and New CMS.	10 April 2015

Para	Paragraph heading	Summary of change	Published Date
2520	Subdividing Common Property to Create a New Lot within the Scheme	Clarify practice to advise that certificate relating to disposing of common property under the relevant regulation module and the statement under s 96 of the Body Corporate and Community Management Act 1997 must be deposited with the relevant survey plan	29 November 2013
2540	Lot to be Added to Common Property	Clarification of information relating to section 49DA of the Land Title Act 1994 by removal of the words “outside or with” from the sentence – “Where a lot or part of a lot, outside or within a community titles scheme is converted into additional common property….	29 November 2013
2600	Standard or Volumetric Lot being Excised	Clarify practice to advise that certificate relating to disposing of common property under the relevant regulation module and the statement under s 96 of the Body Corporate and Community Management Act 1997 must be deposited with the relevant survey plan	29 November 2013
2620	Common Property on a Building Format Plan Outside a Building or Structure Being Excised	Clarify practice to advise that certificate relating to disposing of common property under the relevant regulation module and the statement under s 96 of the Body Corporate and Community Management Act 1997 must be deposited with the relevant survey plan	29 November 2013
2670	Resumptions over scheme land in a Community Titles Scheme	Addition of practice relating to a constructing authority executing a Community Management Statement on behalf of the body corporate under s 51 of the Body Corporate and Community Management Act 1997	29 November 2013
4000	General Guide to Completion of CMS Form	Clarify practice by advising that information relating to schedules in the CMS must appear in the relevant schedule and appear in order; and annexures and enlarged panels to the schedules are not acceptable.	29 November 2013
2060	Executions Under Body Corporate Seal	Clarify practice relating to execution under body corporate seal	25 March 2013
2420	Body Corporate Dealing with Scheme Land	Amend Heading	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
2540	Lot to be Added to Common Property	Clarify practice in relation to adding a lot to common property	25 March 2013
2540	Adding a Lot to Common Property	Clarify practice for adding a lot to common property	2 August 2012
2680	Staged Subdivisions	Clarify practice for creating additional common property	2 August 2012
4170	Sketches for New Exclusive Use Areas	Clarify practice for requirements for sketches for exclusive use areas	2 August 2012
	Various	Editing and/or clarification of current practice in para 2180 and 2320	14 February 2012
2060	Executions Under Body Corporate Seal	Addition of practice relating to execution of body corporate of specified two-lot scheme and rationalisation of text from 45-2180	14 February 2012
4040	Item 2	Addition of practice relating to completion of CMS for a specified two lot scheme	14 February 2012
4190	Guidelines for Updating Sketches of Existing Exclusive Use Areas	Clarify practice relating to sketches of exclusive use areas for plans recorded prior to 1997	14 February 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011
	Various	Editing and/or clarification of current practice in para 2000, 2600, 2620, 2640, 4020 and 4040	16 August 2011
2060	Executions Under Body Corporate Seal	Addition of practice relating to execution by a body corporate manager	16 August 2011
2230	Services Location Diagrams and Statutory Easements for a Community Titles Scheme	Clarify practice relating to the inclusion of a service location diagram	16 August 2011
4000	General Guide to Completion of CMS Form	Addition of practice relating to completion of Schedule A in all examples	7 December 2011
4120	Schedule A - Schedule of Lot Entitlements	Addition of practice relating to Schedule A - schedule lot entitlements	7 December 2011

Part 49—Water allocations

Para	Paragraph heading	Summary of change	Published Date
0020	Resource Operations Licence (ROL)	Include statement that water supplied through water storage infrastructure is a supplemented supply	31 October 2022
0060	Certificates	Update heading of section and clarify text in relation to management of water allocations under a Water Plan	31 October 2022
0070 (new)	Notice to registrar of water allocations of existence of supply contract – Form W2F152	Insert new part providing information about the Form W2F152 and clarifying the requirement for the deposit of a Form W2F152 with certain dealings	31 October 2022
0020	Resource Operations Licence (ROL)	Update name of Department	1 November 2021
0030	Non-Resource Operations Licence (NRL)	Update name of Department	1 November 2021
0040	Water Allocation Register (WAR)	Update name of Department	1 November 2021
0060	Certificates	Update name of Department	1 November 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include cross reference to legislation in introduction	21 June 2021
2010	Dealings with an Interest in a Water Allocation	Review wording to remove reference to fees under the Regulation	21 June 2021
8000	Fees	Amend to include updated cross reference for fees and update wording to refer to Titles Registry	21 June 2012
	Various	Update references to legislation	24 September 2018
	Various	Change references to Resource Operations Plan to Water Entitlement Notice	24 September 2018
0050	Water Allocations	Update to information regarding availability of maps of scheme areas	24 September 2018
0060	Certificates	Inclusion of Transmission by Death	24 September 2018

Para	Paragraph heading	Summary of change	Published Date
2080	Notice of Distribution Operations Licence	Include wording regarding the requirement for an acknowledgement notice to be deposited for Water Allocations subject to a Distribution Operations Licence (DOL)	24 September 2018
2090	Forfeiture under section 164 of the Water Act 2000	Update section of the Water Act 2000 that authorises a forfeiture	24 September 2018
2070	Land and Water Management Plan	Delete paragraph (Land and Water Management Plan) as legislation has been repealed	1 July 2014
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011

Part 50—Corporations and companies

Para	Paragraph heading	Summary of change	Published Date
0120	Execution in accordance with section 46F of the Property Law Act 1974	Update in accordance with changes to Property Law Act 2023	1 August 2025
2000	Execution of Documents	Update in accordance with changes to Property Law Act 2023	1 August 2025
0110	Execution of Documents	Update text to reflect current legislative provisions and include new sub-heading – Execution in a way permitted by law	31 October 2022
0120	Land Title Act 1994 and Land Act 1994	Update heading to - Execution in accordance with section 46F of the Property Law Act - and amend text to include requirements for execution under Property Law Act	31 October 2022
0130	Corporations Act 2001 (Cth)	Update applicable section of Property Law Act	31 October 2022
0140	Foreign Company	Clarify requirements when execution by a foreign company does not conform with relevant legislation	31 October 2022
2000	Execution of Documents	Update text to reflect current legislative provisions and practice	31 October 2022
2005	Incorporated Associations under the Associations Incorporation Act 1981 (Qld)	Clarify practice in relation to execution by an incorporated association	31 October 2022
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Review wording to remove reference to fees under the Regulations	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
2000	Execution of Documents	Update section of Land Regulation following introduction of Land Regulation 2020	16 October 2020
0135	*Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)*	Clarification of requirements for execution of documents	15 December 2017
2000	Execution of Documents	Insertion of paragraph relating to the execution clause of a NMF and Priority Notice	15 December 2017
2005	Incorporated Associations under the *Associations Incorporation Act 1981* (Qld)	Insertion of section setting out the titles registry practice in relation to executions by incorporated associations under the *Associations Incorporation Act 1981* (Qld)	15 December 2017
0135	Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)	Insertion of paragraph relating to execution of documents by corporations under the Corporations (Aboriginal and Torres Strait Islander) Act 2006.	10 April 2015
2000	Execution of Documents	Clarify text relating to execution of document by a company	1 July 2014
2030	Instrument by Receiver or receiver and Manager	Clarify text by identifying that evidence of the appointment of a receiver or receiver and manager may be provided by an authorised ASIC information broker	1 July 2014
	Various	Addition of practice and titles registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice in 0080, 0160, 2030, 2060	14 February 2012
	Various	Editing and/or clarification of current practice in paras 2030, 2040, 2050 and 2060	6 April 2011

Part 51—Trusts

Para	Paragraph heading	Summary of change	Published Date
0100	Trusts Generally	Update text to reflect changes in the Trusts Act 2025	28 April 2026
0121	Trustee (an individual)	New section relating to an indvidual(s) as trustee	28 April 2026
0122	Trustee (a corporation)	New section relating to a company under the Corporations Act 2001 (Cth) as trustee	28 April 2026
0130	Trustee Company	Update text to clarify requirements for a Trustee Company	28 April 2026
0180	Custodian Trustee	Update text to reflect changes in the Trusts Act 2025 and for clarification	28 April 2026
0190	Local Government Trustee	Update text to reflect changes in the Trusts Act 2025	28 April 2026
0200	Trusts with more than four Trustees	New section and sub-sections setting out requirements where there are more than four trustees	28 April 2026
0230	Trustee’s Powers under the Trusts Act 2025	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
0240	Trustee’s Powers under the Trusts Act 1973 (Transitional Provisions)	New section setting out requirements for transitional provisions for trustee’s powers under the Trusts Act 1973	28 April 2026
0250	Power to Invest (include the purchase of land)	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
0260	Power to Sell Trust Property (including land)	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
0270	Leases	Update text to reflect changes in the Trusts Act 2025	28 April 2026
0400	Delegation of a Trustees Powers under s. 95 of the Trusts Act 2025	New section and sub-sections setting out the requirements where a trustee delegates their powers in certain circumstances	28 April 2026

Para	Paragraph heading	Summary of change	Published Date
2025	Request to Vest in Trustee by Order made under s. 171 of the Trusts Act 2025 or Another Act	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
2050	Recording of Replacement Trustees in Particular Circumstances	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
2060	Authority for only one Trustee (an individual)	Update heading and text to reflect changes in the Trusts Act 2025	28 April 2026
2065	Removal of Trustee without a New Appointment	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2070	Retirement of Trustee without a New Appointment	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2080	Death of Sole Surviving Trustee	Update text to reflect changes in the Trusts Act 2025	28 April 2026
2100	Recording more the Four Trustees	New section setting out requirements where there are more than four trustees	28 April 2026
2300	Execution by a Delegate under s. 95 of the Trusts Act 2025	New section setting out requirements where a delegate is exercising the powers of a trustee and must execute an instrument or document	28 April 2026
0191	Managed Investment Schemes	Inclusion of cross reference to new section relating to new Form 20 - Responsible Entity Details Form	9 December 2024
2022	Disclosure of Trust - Transfer	Clarify requirements for deposit of Trust Details Form	9 December 2024
2105 (new)	Recording of a Responsible Entity	Clarify requirements for use of a Form 20 - Responsible Entity Details Form when recording a Responsible Entity on title	9 December 2024
4000	Forms	Inclusion of example of a completed Form 20 - Responsible Entity Details Form	9 December 2024

Para	Paragraph heading	Summary of change	Published Date
4200 to 4250 (new)	Guide to Completion of Form 20 – Responsible Entity Details Form	Insertion of new parts detailing how to complete a Form 20-Responsible Entity Details Form	9 December 2024
0000	General Law	Update text to include reference to legislation relating to trusts established for a particular purpose	11 September 2023
0091 (new)	Managed Investment Scheme	Inclusion of new section relating to Managed Investment Schemes	11 September 2023
0191 (new)	Managed Investment Scheme	Inclusion of new section relating to Managed Investment Schemes	11 September 2023
2022	Disclosure of Trust	Clarify requirements for disclosure of trust where the trustee holds an interest in a State Lease or sublease of State Lease under the Land Act 1994	11 September 2023
2043	Deposit of Trust Document	Update text to reflect change of name to Queensland Revenue Office from Office of State Revenue	11 September 2023
2260	Property Held on Trust for Incorporated Association Prior to Incorporation	Clarify requirement for deposit of evidence of incorporation	11 September 2023
Example of TDF	Examples of Trust Details Form	Amend second example to remove reference to “Trust” in item 5	11 September 2023
4160	Item 5 - Completion	Under the sub heading Item 5-Completion, amend the wording for a private trust to remove reference to “Trust”	11 September 2023
4180	Item 7	Clarify execution/signing requirements of a Trust Details Form for a company trustee	11 September 2023
5010	Electronic Conveyancing and Electronic Conveyancing Document	Update text to include reference to mandate and review references to legislation	11 September 2023
TDF example (electronic)	eConveyancing	Amend second example to remove reference to “Trust” in item 5	11 September 2023

Para	Paragraph heading	Summary of change	Published Date
4000	Example of Trust Details Form	Clarify wording to be used in item 5 of the Trust Details Form (3rd example)	1 November 2021
4160	Item 5	Clarify wording to be used in item 5 of the Trust Details Form	1 November 2021
5620	Electronic Form Example	Clarify wording to be used in item 5 of the Trust Details Form (Electronic)	1 November 2021
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include cross reference to legislation in introduction	21 June 2021
8000	Fees	Amend to include updated cross reference for fees	21 June 2021
0210, 4160	Various	Provided further information on the completion of Item 5 and clarified that a sole trustee cannot be listed as the sole beneficiary of the trust.	31 May 2021
5000 (new), 5010 (new), 5100 (new), 5200 (new), 5300 (new), 5400 (new), 5600 (new), 5610 (new), 5620 (new), 5700 (new), 9000	Various	New eConveyancing sections inserted into Part including Electronic Form examples. References inserted.	31 May 2021
2080	Death of Sole Surviving Trustee	Updated to reflect the change in relation to paper Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	6 December 2019
2022 2040 2049 4110	Various	Clarify that an original Trust Details Form must be deposited with relevant dealings and other minor amendments	13 December 2018

Para	Paragraph heading	Summary of change	Published Date
0210 0245 0330 2022 2040 2043 2049 2060 2070	Various	Updated practice following the introduction of the Form 20 - Trust Details form	28 May 2018
2065	Removal of Trustee without a New Appointment	New heading for practice in relation to the removal of a trustee without a new appointment	28 May 2018
2100	Appointment by Person Not on Title	Section deleted	28 May 2018
4100 to 4180	Guide to Completion of Form 20 – Trust Details Form	Insertion of guide to completion for Form 20 - Trust Details Form	28 May 2018
0270	Lease of Land	Inclusion of information regarding the removal of the requirement to provide details of the trust instrument	7 March 2018
0280 0290	Mortgage of Land	Update reference to Part 2 – National Mortgage Form	7 March 2018
1000	Legislation	Refresh text in relation to applicable sections of the Water Act 2000	7 March 2018
2043	Deposit of Trust Document	Clarify practice in relation to the deposit of trust document with certain dealings	7 March 2018
2130 2140	Dealing by Trustee	Update reference to Part 2 – National Mortgage Form	7 March 2018
8000	Fees	Refresh text and update references to Regulations	7 March 2018
0175	Regulated Superannuation Funds	Inclusion of new paragraph in relation to Regulated Superannuation Funds	29 July 2016

Para	Paragraph heading	Summary of change	Published Date
2070	Retirement of Trustee Without a New Appointment	Clarify practice for recording a retirement of a trustee without a new appointment.	10 April 2015
2022	Transfer	Clarify practice relating to a trust that has not been previously disclosed in the land register	1 July 2014
2060	Instrument or Document Required to Record New Trustee	Clarify practice in instances where two or more trustees retire and are replaced by a sole trustee	1 July 2014
0370	Associations Incorporation Act 1981	Inclusion of information to advise that a certificate of incorporation must be deposited with any instrument or document that is recording the incorporated association as a registered owner of holder of an interest; and information advising that a Form 14 – General Request to Record Change of Name must be deposited must be deposited when an incorporated association has transitioned to a company registered under the Corporations Act 2001	29 November 2013
2043	Deposit of Trust Document	Clarify practice when there is a discrepancy between the trust deed and the lodged instrument and clarify practice when depositing a trust document	25 March 2013
7000	Case Law	Editing and clarification of current practice	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011
2043	Deposit of Trust Document	Clarification of practice relating to the deposit of Trust Documents	16 August 2011
	Various	Editing and/or clarification of current practice in paras 0260, 0350 and 2043	6 April 2011

Part 52—Administrative advices

Para	Paragraph heading	Summary of change	Published Date
0280	Notice of Intention to Exercise Power of Sale in relation to Disclaimed Property	Update in accordance with changes to Property Law Act 2023	1 August 2025
0340 (new)	Notice of Termination Resolution for a Community Titles Scheme under the *Body Corporate and Community Management Act 1997*	Insert new section relating to notice of termination resolution for a community titles scheme under the *Body Corporate and Community Management Act 1997*	28 August 2024
2000	Administrative Advice Types	Include information regarding notice of termination resolution for a community titles scheme in list of administrative advices	28 August 2024
0170	Notice under the Wet Tropics World Heritage Protection and Management Act 1993	Update text to clarify purpose of recording a Wet Tropics Notice	22 April 2024
0070	Notice of Appointment of Administrator under the Guardianship and Administration Act 2000	Include text relating to the Public Trustee being appointed as the manager of the estate of certain prisoners	11 September 2023
0160	Notice of Access Right under the Sugar Industry Act 1999	Clarify practice in relation to the recording of a Cane Railway Easement	11 September 2023

Para	Paragraph heading	Summary of change	Published Date
0280	Notice of Quarry Sales Permit under the Forestry Act 1959	Insert sub heading and text in relation to recording a Quarry Sales Permit as an Administrative Notice Miscellaneous	11 September 2023
0335 (new)	Notice of Charitable Donation Deed for Housing under the Housing Act 2003	Insert new section relating to notice of Charitable Donation Deed for Housing under the Housing Act 2003	11 September 2023
2000	Administrative Advice Types	Include information regarding notice of Charitable Donation Deed for Housing in list of administrative advices	11 September 2023
2010	Recording an Administrative Advice	Include information regarding notice of Charitable Donation Deed for Housing in list of administrative advices lodged by or on behalf of the person/entity taking action	11 September 2023
0005	Notice of Suspension of Attorney's Powers under the Public Guardian Act 2014	Clarify requirements for deposit of supporting documentation for a Notice of Suspension of Attorney's Powers	5 June 2023
0060	Water Allocation Notice under the Water Act 2000	Clarify the text that is shown on title in relation to a Water Allocation Notice	5 June 2023
0120	Notice of Owner Builder Permit under the Queensland Building and Construction Commission Act 1991	Update to clarify that a Form 14 General Request can be lodged to remove an Owner Builder Notice after 7 Years.	5 June 2023
0140	Notice of Agreement under the Nature Conservation Act 1992	Move contents to part 14-3020 and include cross reference to this part	1 November 2021

Para	Paragraph heading	Summary of change	Published Date
0295	Notice of Land Management Plan under the Land Act 1994	Update text to indicate that approval under the Land Act is given by the chief executive	1 November 2021
0330	Notice of an exemption from seeking written approval to a transfer under the Land Act 1994	Update text to clarify practice	1 November 2021
2000	Administrative Advice Types	Update cross reference for Nature Refuge Noting	1 November 2021
0000	General Law	Include text to clarify that the types of administrative advices set out in part 52 is not definitive and to confirm meaning of administrative advice under the legislation	21 June 2021
0150	Notice of Site Registered under the Queensland Heritage Act 1992	Include information regarding removal of Heritage Site Notice	21 June 2021
0211 (new)	Declared Area and Management Plan Notice	Insertion of section regarding declared area and management plan notices under section 19K Vegetation Management Act 1999.	21 June 2021
0280	Disclaimed property subject to notice of intention to exercise power of sale (new)	Insert sub-heading and text regarding disclaimed property subject to notice of intention to exercise power of sale	21 June 2021
0280	Notices under Miscellaneous Legislation	Include text to clarify that the types of ANMs that may be recorded includes but is not limited to those set out in this part	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and include cross reference to legislation in introduction	21 June 2021
2000	Administrative Advice Types	Update list of Administrative Advice Types to reflect other amendments to part 52	21 June 2021
2010	Recording an Administrative Advice	Update text to clarify which Administrative Advices can be deposited by non-government entities	21 June 2021
0010 0020	Various	Material moved to Part 11. Cross references to examples and sections in Part 11 inserted.	31 May 2021
0055 (deleted) 2000	Various	Updated to reflect changes made to the *Foreign Ownership of Land Register Act 1988* by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 July 2020
0330 2000	Various	Updated to include the new administrative advice to record where there is an exemption from approval under s. 322AA of the *Land Act 1994*	6 December 2019
2010 2020	Various	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
0010	Caveator's Notice of Action under the *Land Title Act 1994*	Refresh text in relation to requisitions	26 June 2019
0305	Notice of an Affected Area under the *Planning Act 2016*	Refresh text to include legislative authority and clarify practice	26 June 2019

Para	Paragraph heading	Summary of change	Published Date
0010 0020 2000	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019
0000 0325 (new), 2000, 4000, 4200 – 4280 (new) 4300 – 4380 (new)	Various	Inclusion of practice, examples and guides to completion for new Administrative Advice for recording Enforcement Orders/Interim Enforcement Orders under the *Planning Act 2016*	17 April 2019
0080 2000	Various	References to Settlement Notices removed	30 April 2018
0080 0080A 2000	Priority Notice, Extension of Priority Notice and Withdrawal of Priority Notice under the *Land Title Act 1994*	Replace 0080 with 0080A and update text to refer to Part 23 and 0080	30 April 2018
0120	Notice of Owner Builder Permit under the *Queensland Building and Construction Commission Act 1991*	Clarify practice in relation to removal of Owner Builder Notices	7 March 2018
0005	Administrative Advices Which May Prevent Registration of Dealings	Clarify requirements for deposit of evidence in relation to a Notice of Suspension of Attorney's Powers	15 December 2017
0060	Water Allocation Notice under the *Water Act 2000*	Update to reflect applicable sections of legislation and correct terminology	15 December 2017

Para	Paragraph heading	Summary of change	Published Date
0070	Notice of Appointment of Administrator under the *Guardianship and Administration Act 2000*	Clarify practice regarding removal of Notices of Appointment of Administrator	15 December 2017
0080A	Priority Notice, Extension of Priority Notice and Withdrawal of Priority Notice under the *Land Title Act 1994*	Insertion of new paragraph	15 December 2017
0130	Notice of Contaminated Land under the *Environmental Protection Act 1994*	Update to reflect applicable sections of legislation	15 December 2017
0200	Reconfiguration Notice	Update to remove reference to repealed legislation	15 December 2017
0210	Vegetation Management Notice	Update to reflect applicable sections of legislation and correct terminology	15 December 2017
0240	Notice of Distribution Operations Licence	Update to reflect applicable sections of legislation	15 December 2017
0280	Notices under Miscellaneous Legislation	Update to reflect applicable sections of legislation	15 December 2017
0280	Notices under Miscellaneous Legislation	Insertion of paragraph titled Notice of Transfer under the *South East Queensland Water (Restructuring) Act 2007*	15 December 2017
0300	Notice of Strategic Cropping Land under the *Strategic Cropping Land Act 2011*	Delete paragraph as no longer relevant	15 December 2017
0305	Notice of an Affected Area under the *Planning Act 2016*	Update to reflect applicable legislation and clarify practice	15 December 2017

Para	Paragraph heading	Summary of change	Published Date
0315	Notice of a Conduct and Compensation Agreement under the *Mineral and Energy Resources (Common Provisions) Act 2014*	Insertion of new paragraph	15 December 2017
0320	Notice of an Opt-Out Agreement under the *Mineral and Energy Resources (Common Provisions) Act 2014*	Insertion of new paragraph	15 December 2017
1000	Legislation	Refresh text in relation to applicable sections of the *Water Act 2000*	15 December 2017
2000	Administrative Advice Types	Update to reflect applicable sections of legislation and to include Conduct and Compensation Agreements and Opt-Out Agreements	15 December 2017
2020	Removal of Administrative Advice	Clarify practice in relation to the inclusion of the dealing number of the administrative advice to be removed	15 December 2017
4000	General Guide to Completion of Forms	Include an example of a removal of administrative advice	15 December 2017
4000	General Guide to Completion of Forms	Include a guide to completion of Form 14 – request to record removal of administrative advice	15 December 2017
4100	Item 1	Insert section regarding completion of item 1 of a Form 14 - removal of administrative advice	15 December 2017
4110	Item 2	Insert section regarding completion of item 2 of a Form 14 - removal of administrative advice	15 December 2017
4120	Item 3	Insert section regarding completion of item 3 of a Form 14 - removal of administrative advice	15 December 2017
4130	Item 4	Insert section regarding completion of item 4 of a Form 14 - removal of administrative advice	15 December 2017
4140	Item 5	Insert section regarding completion of item 5 of a Form 14 - removal of administrative advice	15 December 2017

Para	Paragraph heading	Summary of change	Published Date
4150	Item 6	Insert section regarding completion of item 6 of a Form 14 - removal of administrative advice	15 December 2017
4160	Item 7	Insert section regarding completion of item 7 of a Form 14 - removal of administrative advice	15 December 2017
0005	Notices under Miscellaneous Legislation	Change reference to the Public Guardian Act 2014 from the Guardianship and Administration Act 2000.	10 April 2015
0145	Notice of an Enforcement Order under the Nature Conservation Act 1992	Insertion of information in relation to recording an Enforcement Order under the Nature Conservation Act 1992.	10 April 2015
0236	Notice of Closed Water Activity Agreement	Insertion of information in relation to recording a Closed Water Activity Agreement under the Water Act 2000.	10 April 2015
0310	Notice of an Environmental Offset Protection Area under the Environmental Offsets Act 2014	Insertion of information in relation to recording a Notice of an Environmental Offset Protection Area under the Environmental Offsets Act 2014.	10 April 2015
0120	Notice of Owner Builder Permit under the Queensland Building and Construction Commission Act 1991	Amend information as a consequence of the renaming of the Queensland Building Services Authority Act 1991 to the Queensland Building and Construction Commission Act 1991	1 July 2014
0215	Restoration Notice	Update information as a consequence of changes to Vegetation Management Act 1999.	1 July 2014
0220	Notice of Referable Dam	Removal of information relating to recording a Notice of a Referable Dam under s 1007 (repealed) of the Water Act 2000	1 July 2014
0305	Notice of an Affected Area under the Sustainable Planning Act 2009	Clarification of practice relating to recording a notice of an affected area under the Sustainable Planning Act 2009	1 July 2014
2000	Administrative Advice Types	Updating and removal of various Administrative Advice Types and related information	1 July 2014

Para	Paragraph heading	Summary of change	Published Date
4000	General Guide to Completion of Forms	Amend information in Form 14 example to reflect the renaming of the Act to the Queensland Building and Construction Commission Act 1991	1 July 2014
0010	Notice of Action under the Land Title Act 1994	Clarify practice relating to notifying the registrar under s 126(4)(b) of the Land Title Act 1994 by including the words “in the way the Registrar requires”	29 November 2013
0225	Notice of Land and Water Management Plan	Remove paragraph 52-0225 (Notice of Land and Water Management Plan) as previous s 1007(3) and (4) of the Water Act 2000 have been repealed	29 November 2013
0235	Notice of granting of Water Licence or Interim Water Allocation	Remove paragraph 52-0235 (Notice of Granting of Water Licence or Interim Water Allocation) as previous s 1007(5) and (6) of the Water Act 2000 have been repealed	29 November 2013
0280	Notices under Miscellaneous Legislation	Amend information relating to Notice of affected area under Planning (Urban Encroachment -Milton Brewery) Act 2009	25 March 2013
0305	Notice of an Affected Area under the Sustainable Planning Act 2009	Clarify practice relating to lodging or removing a Notice of an Affected Area under the Sustainable Planning Act 2009	25 March 2013
0125	Notice of Carbon Farming Initiative	Addition of practice relating to noting a Carbon Farming Initiative Project under the Carbon Credits (Carbon Farming Initiative) Act 2011 (Cth)	5 February 2013
0280	Notices under Miscellaneous Legislation	Addition of practice relating to notice of recreation area agreement under the Recreation Areas Management Act 2006	5 February 2013
0295	Notice of Land Management Plan under the Land Act 1994	Addition of practice relating to noting a trust land management plan under (s 48(2) of the Land Act 1994)	5 February 2013

Para	Paragraph heading	Summary of change	Published Date
0300	Notices of Strategic Cropping Land under the Strategic Cropping Land Act 2012	Addition of practice relating to notice of strategic cropping land (s 74 Strategic Cropping Land Act 2012)	5 February 2013
0305	Notice of an affected area under the Sustainable Planning Act 2009	Addition of practice relating to notice of an affected area under ss 680X and 680Z of the Sustainable Planning Act 2009	5 February 2013
2000	Administrative Advice Types	Addition of reference to notice of strategic cropping land (s 74 Strategic Cropping Land Act 2012), reference to noting a trust land management plan under (s 48(2) of the Land Act 1994), reference to a notice of an affected area under the Sustainable Planning Act 2009 and reference to a Carbon Farming Initiative Project under the Carbon Credits (Carbon Farming Initiative) Act 2011(Cth)	5 February 2013
	Various	Editing and/or clarification of current practice in paras 0100, 0140, 0280 and 2000	14 February 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	7 December 2011
	Various	Editing and/or clarification of current practice in paras 0005 and 0210	16 August 2011
0115	Notice under the Land Valuation Act 2010	Addition of practice relating to notices under ss 258 and 282 of the Land Valuation Act 2010	16 August 2011
2000	Administrative Advice Types	Addition of reference to Land Valuation Act Notice	16 August 2011
	Various	Editing and/or clarification of current practice in paras 0070, 0090, 2010, 4020 and 4060	6 April 2011
0010	Notice of Action under the Land Title Act 1994	Amend practice relating to notifying the Registrar as provided for under s 126(4)(b) of the Land Title Act 1994	6 April 2011

Para	Paragraph heading	Summary of change	Published Date
0020	Caveatee's Notice under ss 126(2) and (3) of the Land Title Act 1994	Clarify practice relating to service of notices on a Caveator under s126(2) of the Land Title Act 1994	6 April 2011

Part 59—Forms

Para	Paragraph heading	Summary of change	Published Date
4001	Chronological List of Dates of Effect – Based on Date of Signing of the Particular Form/Version	Updated to reflect introduction of Form 4 (Version 6)	20 July 2026
2060	Binding	Clarify requirements for binding of documents prior to lodgement	8 December 2025
4001 (new)	Chronological List of Dates of Effect – Based on Date of Signing of the Particular Form/Version	Section renumbered and updated to include commencement of Form 7 (electronic)	8 December 2025
4002-2 (new)	Electronic Conveyancing (electronic) forms	Subsection numbered and updated to nclude Form 7 – Lease/Sub-lease (Version 1)	8 December 2025
4000	Current Forms	Updated to reflect introduction of Form 7 (Version 8)	17 September 2025
4000	Current Forms	Update Chronological List of Dates of Effect to include that the Privacy Statement on relevant Titles Registry forms was updated on 1 August 2025	1 August 2025
2040	Alterations and Minor Corrections to Titles Registry Forms	Include changing a statement about a previous lease as an example of an alteration	22 April 2025

Para	Paragraph heading	Summary of change	Published Date
2040	Alterations and Minor Corrections to Titles Registry Forms	Clarify that an alteration can be completed on the face of the form or by using a Form 20 - Enlarged Panel	22 April 2025
4000	Current Forms	Updated to reflect new forms and new versions of forms	22 April 2025
2040	Alterations and Minor Corrections to Titles Registry Forms	Update text to clarify that amendments to survey plans can only be made by the surveyor	9 December 2024
4000	Current Forms	Updated to reflect new forms and new versions of forms	9 December 2024
0010	eConveyancing	Update text to include reference to mandate and review references to legislation	11 September 2023
2000	General Requirements for Titles Registry Forms	Update text to clarify general requirements for forms	11 September 2023
4000	Current Forms	Include Form 4 Version 1 Request to Record Death (Electronic) in Chronological List of Forms and under heading Electronic Conveyancing (Electronic) Forms	11 September 2023
1000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
2000	General Requirements for Titles Registry Forms	Update text to delete reference to the Land Title Regulation in the first sentence	21 June 2021
2040	General	Remove reference to Land Title Regulation in first sentence and reword sentence requiring party and witness to initial alterations.	21 June 2021
0000 0010 9000	Various	Minor amendments. Content updated and reference to new Part 62 - eConveyancing inserted.	31 May 2021
0010	Electronic Conveyancing	Updated to reflect the introduction of a second Electronic Lodgement Network Operator (ELNO)	30 November 2020
4000	Chronological List of Dates of Effect	Clarify that Version of Forms 21A, 29 to 34 and CMS were Version 1 and to correct typographical error which referred to Form 26 instead of Form 29	30 November 2020
4000	Chronological List of Dates of Effect and Current Forms	Updated for the new Form 18C and the new versions of the Form 21Z and CMS	30 November 2020
4000	Current Forms	Updated for the new versions of the Form 21, 21A and 21Z, other minor updates and separated paper and electronic conveyancing (electronic) forms in the List of Forms	1 July 2020
4000	Current Forms	Include date for commencement of Form 21B and new Forms 18A and 18B	27 April 2020
4000	Current Forms	Update list of forms to include Forms 18A and 18B and update version number of Form 21B	27 April 2020

Para	Paragraph heading	Summary of change	Published Date
2070	Certificate of Title	Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4000	Current Forms – Chronological List of Dates of Effect	Deletion of Forms 17, 19 and 22 - Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
4000	Current Forms – List of Forms	Deletion of Forms 17, 19 and 22 - Updated to reflect the change in relation to Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	1 October 2019
2040	Alterations and Minor Corrections to Land Registry Forms	Delete references to Forms 38, 38A and 38B	30 April 2018
4000	Current Forms	Delete references to Forms 38, 38A and 38B from List of Forms and include information about them ceasing to be used	30 April 2018
4000	Current Forms	Update to include reference to current versions of Forms 5 and 5A	30 April 2018
2020	Interests	Clarification of fees payable when dealing with multiple secondary interests	7 March 2018
2040	Alterations and Minor Corrections to Land Registry Forms	Refresh text in relation to applicable section of the *Land Title Regulation 2015*	7 March 2018
4000	Current Forms	Updating the chronological list of dates of effect to record commencement of Priority Notice and the ceasing of Form 2 and Form 23	7 March 2018
2040	Alterations and Minor Corrections to Land Registry Forms	Refresh text to current plan forms	9 October 2017
4000	Current Forms	Update to include reference to current Form 24 and 24A and former version of Form 24	9 October 2017
0010	Electronic Conveyancing	Insertion of paragraph related to National Mortgage Form	28 July 2017

Para	Paragraph heading	Summary of change	Published Date
4000	Current Forms	Insertion of reference to National Mortgage Form and amend versions of Forms 5A and 6	28 July 2017
0010	Electronic Conveyancing	Insertion of information relating to lodging and electronic conveyancing document	1 March 2016
4000	Current Forms	Insertion of reference to electronic conveyancing documents Form 11 Caveat (Electronic), Form 14 General Request (Electronic) and Form 23 Settlement Notice (Electronic)	1 March 2016
4000	Current Forms	Amend Version of Forms 21 and 38 and addition of Forms 21B and 38B. Include reference to removal of County/Parish from relevant forms	1 March 2016
2030	Lodger	Clarify requirements to change the lodger's details of a lodged instrument or document.	10 April 2015
4000	Current Forms	Insertion of reference to Version 1 of Form 41 Indigenous Cultural Interest and Form 42 Surrender of Indigenous Cultural Interest	10 April 2015
0000	General Law	Insertion of information relating to the approval of a form to be lodged as an electronic conveyancing document	1 July 2014
0010	Electronic Conveyancing Document	Insertion of information relating to a document lodged as an electronic conveyancing document	1 July 2014
4000	Current Forms	Insertion or reference to eConveyancing documents - Form 2 Mortgage (Electronic) and Form 3 Release of Mortgage (Electronic)	1 July 2014
4000	Current forms	Amend version of Forms 5A, 6 and 23 and addition of Forms 39 and 40	24 June 2013
2040	Alterations and Minor Corrections to Land Registry Forms	Clarify that Forms 38 and 38A are not included in this practice	17 December 2012
4000	Current Forms	Amend Form 21 Version and addition of Forms 36, 37, 38 and 38A	17 December 2012
	Various	Addition of practice and title registry requirements relating to State land dealings and associated changes to the superscript numerals (para 9050) and editing and clarification of practice	2 August 2012

Para	Paragraph heading	Summary of change	Published Date
2040	Alterations and Minor Corrections to Land Registry Forms	Clarify practice relating to alterations and minor corrections and that Forms 21, 24, 24A, 25, Form CMS and Power of attorney instruments are not included in the practice	2 August 2012
2070	Certificate of Title	Editing and clarification of current practice	2 August 2012
2040	Alterations and minor corrections to Land registry forms	Addition of practice relating to changing completed registry forms	19 April 2012
4000	Current Forms	Editing and clarification of current practice	14 February 2012
2040	Alterations	Clarification practice relating to the insertion of and withdrawal of parcels into/from dealings after lodgement	16 August 2011
	Various	Editing and/or clarification of current practice in paras 2000, 2020, 2030, 2060, 2070 and 4000	6 April 2011

Part 60—Fees, Lodgement and General Titling Practice

Para	Paragraph heading	Summary of change	Published Date
1034	Sensitive, Confidential and Private Information	Inclusion of legislative references, clarification of requirements and updated subsections	9 November 2026
0032	Post	Update wording to reflect changes to lodgement channels	4 September 2026
1030-4	Requirements for Paper Lodgement (other than TED)	Update to confirm that an Original Will must be provided via Post	4 September 2026
2030	Responding to Requisitions using TED	Update wording to reflect changes to lodgement channels	4 September 2026
0010 (new)	Requisitions	New section in relation to general requirements for requisitions	20 July 2026
0015 (new)	Requisition Notice	New section regarding Requisition Notices	20 July 2026
0016 (new)	Method of Delivery	New section regarding the way a Requisition Notice is delivered to the lodger	20 July 2026
0020 (new)	Requisition Requirements	New section and subsections providing general practice requirements	20 July 2026
0030 (new)	Responding to a Requisition	New section and subsections setting out the practice for responding to requisitions	20 July 2026
0035 (new)	Enquiring about a Requisition	New section setting out the practice for making an enquiry about a requisition	20 July 2026
0040 (new)	Requisition of a caveat or writ or warrant of execution	New section setting out practice in relation to requisitions issued over a caveat or a writ or warrant of execution	20 July 2026

Para	Paragraph heading	Summary of change	Published Date
0045 (new)	Power of the Registrar to issue Requisitions	New section and subsections setting out the relevant legislation	20 July 2026
1030	Deposit of Supporting Evidence	Updated wording to clarify general requirements for deposit of supporting evidence	20 July 2026
1030-1 (new)	Glossary	Glossary of terms used within Part [60-1030]	20 July 2026
1030-2 (new)	Requirements for eConveyancing	New subsection relating to eConveyancing	20 July 2026
1030-3 (new)	Requirements for Lodgement through Titles Electronic Dropbox (TED)	New section setting out practice for depositing supporting evidence using TED	20 July 2026
1030-4 (new)	Requirements for Paper Lodgement (other than TED)	New section setting out practice for depositing supporting evidence when lodging in paper	20 July 2026
1030-5 (new)	Requirements for eLodgement	New section setting out practice for depositing supporting evidence when lodging via eLodgement	20 July 2026
1030-6 (new)	Duty Notations on Supporting Evidence	New section regarding duty notations on supporting evidence	20 July 2026
1031 (new)	Certification by a Qualified Witness	New section setting out requirements for certification of documents	20 July 2026
1031-1 (new)	Certifying a copy of an Original Paper Document	New subsection relating to certification of original paper documents	20 July 2026
1031-2 (new)	Certifying a physical copy of a Digital Document	New subsection relating to certification of a physical copy of a digital document	20 July 2026
1031-3 (new)	Certifying a physical copy of an Electronically Sealed Document	New subsection setting out requirements for the certification of a physical copy of an Electronically Sealed Document	20 July 2026

Para	Paragraph heading	Summary of change	Published Date
1032 (new)	Supporting Evidence Deposited with a Previous Dealing	New section relating to supporting evidence that has previously been deposited	20 July 2026
1032-1 (new)	Supporting Evidence deposited with a previously registered dealing	New subsection relating to supporting evidence that has previously been deposited with a registered dealing	20 July 2026
1032-2 (new)	Supporting Evidence deposited with a lodged dealing (not yet registered)	New subsection relating to supporting evidence that has previously been deposited with a lodged but not yet registered dealing	20 July 2026
1033 (new)	Supporting Evidence Deposited with Dealings Lodged Simultaneously	New section setting out requirements where supporting evidence is to be deposited with multiple dealings being lodged simultaneously	20 July 2026
1034 (new)	Sensitive or Confidential Information in Supporting Evidence	New section regarding suppression of sensitive or confidential information contained in supporting evidence	20 July 2026
1034-1 (new)	Suppression by the Lodger	New section regarding suppression of sensitive or confidential information by the Lodger	20 July 2026
1034-2	Suppression by the Registrar	New section regarding suppression of sensitive or confidential information by the Registrar	20 July 2026
2000 (new)	Titles Electronic Dropbox (TED)	New section providing information about the Titles Electronic Dropbox (TED)	20 July 2026
2010 (new)	Lodgement using TED	New section regarding lodgement using TED	20 July 2026
2010-1 (new)	Dealings that can be lodged through TED	New subsection providing information about the dealings that can be lodged using TED	20 July 2026
2010-2 (new)	Lodging using TED	New subsection providing information accessing TED online	20 July 2026

Para	Paragraph heading	Summary of change	Published Date
2010-3 (new)	Retention and Destruction of Documents after Lodgement	New subsection setting out requirements for the retention of original documents	20 July 2026
2020 (new)	Document Requirements	New section setting our requirements for uploading documents in TED	20 July 2026
2020-1 (new)	Original Documents	New subsection setting out requirements in relation to the lodgement of an original document	20 July 2026
2020-2 (new)	Quality of Scan or Image Uploaded	New subsection setting out requirements for scan or image quality	20 July 2026
2020-3 (new)	Size, Type and Name of Uploaded File	New subsection setting out requirements for file type, file name and file size	20 July 2026
2020-4 (new)	Single Files, Multiple Files and Order of Upload	New subsection setting out requirements for uploading files including where there are multiple files and the order in which files must be uploaded	20 July 2026
2030	Responding to Requistions using TED	New section regarding the use to TED to respond to requisitions	20 July 2026
Various	Various	General minor renumbering of existing sections and subsections	20 July 2026
N/A	N/A	Part renamed to Fees, Lodgment and General Titling Practice	20 July 2026
1030	Options for a Lodger that is an eLodger	Clarify requirements for an eLodger who deposits an office copy of an electronic court order or proceeding, or an electronic grant of representation	20 March 2025
1030	Deposit of Supporting Documentation	Clarify requirements for deposit of certified copies of Electronic Grants of Representation issued by the Supreme Court of Queensland	9 December 2024

Para	Paragraph heading	Summary of change	Published Date
0150	Withdrawing Lodged Instrument or Document Prior to Registration	Update text to clarify practice	5 June 2023
0895	Overpayment of Fees	Update text to clarify practice	5 June 2023
1030	Deposit of Supporting Documentation Options for a Lodger other than an eLodger	Update text to clarify practice	5 June 2023
	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	21 June 2021
0030	Practice	Amend the last paragraph by deleting references to the regulations and replace with reference to applicable Acts	21 June 2021
0030	Practice	Amend: "The regulated fee for a certified copy is payable" to "The prescribed fee for a certified copy is payable."	21 June 2021
0040	Fee for a Requisition	Amend by deleting references to the regulations	21 June 2021
0150	Withdrawing Lodged Instrument or Document Prior to Registration	Update text to remove reference to Land Title Regulation and include appropriate reference to legislation for fees	21 June 2021
0892	Statutory Exemption from Lodgement Fees	Update text in the examples to remove references to fees under Regulations and include appropriate reference to legislation for fees	21 June 2021
0892	Statutory Exemption from Lodgement Fees	Include text relevant to exemption from lodgement fees under the Water Act 2000	21 June 2021
0892	Statutory Exemption from Lodgement Fees	At example D remove reference to fee under the Land Title Regulation	21 June 2021

Para	Paragraph heading	Summary of change	Published Date
0895	Overpayment of Fees	Amend reference to regulated fees to prescribed fees	21 June 2021
1030	Deposit of Supporting Document	Update email address under heading Sensitive or Confidential Information	21 June 2021
8000 (new)	Fees	Insertion of new section providing general information on Fees	21 June 2021
0000, 9000	Electronic Conveyancing Document (requisitions)	Content removed and reference to Part 62 - eConveyancing inserted.	31 May 2021
0030	Practice	Updated reference to Part 11 (Rejection).	31 May 2021
1030	Certification by Qualified Witness	Update to clarify application of guide and to refer to the relevant section of part 16 for certifications of power of attorney documents under the *Powers of Attorney Act 1998*	30 November 2020
0030 0892	Various	Update sections of Land Regulation following introduction of Land Regulation 2020	16 October 2020
0260	Declarations - Practice	Update reference to Victorian legislation for declarations	16 October 2020
1030	Certification by Qualified Witness	Update section of Land Regulation following introduction of Land Regulation 2020	16 October 2020
0760	General Law	Updated to reflect the change in relation to paper Certificates of Title by the *Land, Explosives and Other Legislation Amendment Act 2019*	6 December 2019
0150 0892	Various	Updated to reflect the schedule number change made by the *Natural Resources and Other Legislation Amendment Act 2019*	1 October 2019

Para	Paragraph heading	Summary of change	Published Date
0360 0390 0900 0910 0920 0970 0980 1000 2000	Various	Information relating to witnessing and execution moved to new Part 61 dedicated to Execution and Witnessing	1 October 2019
0000 0030 0040	Various	Update to reflect the changes made by the *Land, Explosives and Other Legislation Amendment Act 2019* and other minor amendments	17 April 2019
0900	Execution of Instruments or Documents	Refresh text in relation to cross reference to parts 2 and 23	30 April 2018
0160	Imaging Instruments or Documents	Delete reference to microfilm and update processing times	30 April 2018
1030	Deposit of Supporting Documentation	Update email address to reflect change to Department name	30 April 2018
2000	Verification of Identity Standard	Changed Form 2 – Mortgage to *National Mortgage Form*	30 April 2018
0390	Additional Witnessing Requirement for Form 1, *National Mortgage Form* and Form 3	Changed Form 2 – Mortgage to *National Mortgage Form*	7 March 2018
1030	Deposit of Supporting Documentation	Clarification of requirements for deposit of a court order that has been stamped or sealed electronically and downloaded	15 December 2017
0900	Execution of Instruments or Documents	Clarification of requirements for completion of execution panels on NMF and Priority Notice	15 December 2017
0030	Practice	Refreshing text in relation to return of requisitioned documents and fees for re-lodgement of rejected instruments/documents	28 July 2017

Para	Paragraph heading	Summary of change	Published Date
0360	General Law	Refreshing text in relation to Defence Regulation 2016 (Cth)	28 July 2017
0390	Practice	Refreshing text in relation to Defence Regulation 2016 (Cth)	28 July 2017
1030	Deposit of Supporting Documentation	Update of practice in relation to suppression of sensitive or confidential information	28 July 2017
0360	General Law	Include new requirements for execution and witnessing outside Australia	1 May 2016
0390	Practice	Include new practice for execution and witnessing outside Australia	1 May 2016
0390	Witnessing within Australia	Clarification of wording in relation to identification documents	1 May 2016
0390	Witnessing Outside Australia	Inclusion of new requirements and certifications	1 May 2016
0900	Signing by Lawyers	Renaming of paragraph and updated terminology	1 May 2016
1030	Deposit of Supporting Documentation	Update of practice in relation to suppression of sensitive or confidential information	1 May 2016
2000	Application	Inclusion of reference to paragraph 60-0390	1 May 2016
2000	Verification of Identity Standard	Insertion of paragraph	1 March 2016
0000	General Law	Refreshing of text relating to electronic conveyancing documents	4 December 2015
0030	Practice	Updating information relating to relodgement of rejected documents and refreshing of text relating to electronic conveyancing documents	4 December 2015
0390	Practice	Clarification of Justice of the Peace and Commissioner for Declarations requirements	4 December 2015
0892	Statutory exemption from lodgement fees	Clarification of text in relation to Statutory Exemption from Lodgement Fees	4 December 2015
0000	General Law	Clarify that an electronic conveyancing document cannot be relodged after it is rejected	10 April 2015
0390	Practice	Clarification of witnessing requirements within Australia	10 April 2015
0900	Cross Reference and Future Reading	Clarify requirements for execution by a corporation as an attorney	10 April 2015

Para	Paragraph heading	Summary of change	Published Date
0000	General Law	Inclusion of information relating to the requisition of an electronic conveyancing document	1 July 2014
0030	Practice	Inclusion of information relating to the rejection of an electronic conveyancing document	1 July 2014
0100	Withdrawing Lodged Instrument or Document Prior to Registration	Refreshing of text after amendment to s 159(1) of the Land Title Act 1994	1 July 2014
0360	General Law	Inclusion of information relating to the signing or execution of an electronic conveyancing document	1 July 2014
0390	Practice	Addition of information to clarify that an Australian Notary Public who witnesses an execution of an instrument or document within Australia must include their full name, qualification and jurisdiction on the form; clarify that an Australian Lawyer may witness a document or instrument executed outside Australia; and to clarify that s 42(1) of the Justices of the Peace and Commissioner for Declarations Act 1991 does not apply to a lawyer who remains a justice of the peace for life	1 July 2014
0900	Execution of Documents	Clarify practice relating to executing a form where a party has entered into a transaction in two different capacities and to clarify that the execution date must be included when the document is executed.	1 July 2014
0980	Style of Local Name	Clarify title registry requirements when dealing with different style names of a local government	1 July 2014
0150	Withdrawing Lodged Instrument or Document Prior to Registration	Clarify practice advising that a request to withdraw a lodged instrument prior to registration may be made in writing, not only by way of a letter as previously indicated	29 November 2013
0390	Practice	Clarify practice to advise that a Commissioner for taking affidavits in the Supreme Court of South Australia under the Oaths Act 1936 (SA) is not approved by the Registrar to witness titles registry forms	29 November 2013
0260	Practice	Clarify practice relating to altering a declaration	25 March 2013

Para	Paragraph heading	Summary of change	Published Date
0360	General Law	Clarify practice relating to a Commissioner of Oaths appointed in the Northern Territory witnessing an execution	25 March 2013
0260	Declarations	Clarify practice relating to multiple page statutory declarations	17 December 2012
0390	Practice	Clarification of practice relating to another person approved by the Registrar to witness an execution overseas and clarifications of requirements for Notary Public	17 December 2012
0050	Error in Lodged Instrument or Document	Clarify practice relating to errors in lodged documents	2 August 2012
0360	General Law	Clarify practice relating to the approval of Deputy Registrar of Supreme, District or Magistrates Court of Western Australia to witness an execution of a document or instrument	2 August 2012
0390	Practice	Clarify practice relating to witnessing an execution outside Australia and rationalise text from 60-0900; clarify practice relating to witnessing an instrument by a Commissioner for Oaths (NT); clarify practice relating to witnessing an instrument by a Notary Public	2 August 2012
0892	Statutory Exemption from Lodgement Fees	Clarify application of s 4(3) of the Land Title Regulation	2 August 2012
0900	Execution of Instruments or Documents	Addition of practice relating to execution by an administrator appointed under the Guardianship; and Administration Act and editing and clarification of current practice	2 August 2012
	Various	Addition of practice and title registry requirements relating to State land Dealings and associated changes to the superscript numerals (para 9050); and editing and clarification of practice.	27 April 2012
0390	Another Person Approved by the Registrar	Clarify practice relating to other persons approved by the Registrar to witness an execution overseas.	27 April 2012
0710	Practice	Editing and clarification of current practice	27 April 2012
0360	General Law	Addition of practice relating to witnessing the execution of a land registry form outside Australia	4 April 2012

Para	Paragraph heading	Summary of change	Published Date
0390	Additional Witnessing Requirement for Form 1, Form 2 and Form 3	Addition of practice relating to witnessing the execution of a land registry form outside Australia	4 April 2012
0900	Execution of Instruments	Addition of practice relating to the execution by a receiver appointed by a mortgagee	14 February 2012
0030	Practice	Clarification of practice relating to requesting an extension of time to satisfy a requisition	16 August 2011
0150	Withdrawing Lodged Instrument Prior to Registration	Clarification practice relating to the insertion of and withdrawal of parcels into/from Dealings	16 August 2011
0160	Imaging Instruments - Practice	Editing and/or clarification of current practice	16 August 2011
1030	Deposit of Supporting Documentation	Addition of practice relating to sighting of original supporting documentation by an eLodger	16 August 2011
	Various	Editing and/or clarification of current practice in paras 0030, 0040, 0260, 0280, 0290, 0300, 0310, 0320, 0330, 0340, 0343, 0350, 0360, 0830 and 1030	6 April 2011
0390	Practice	Clarify practice relating to witnessing an execution on a titles registry form	6 April 2011

Part 61—Witnessing and Execution of Instruments or Documents

Para	Paragraph heading	Summary of change	Published Date
3400	Execution by a Delegate under s. 95 of the Trusts Act 2025	New section setting out requirements where a delegate is exercising the powers of a trustee and must execute an instrument or document	28 April 2026
3035 (new)	Execution by a Body Corporate for a Community Titles Scheme	Insert new section regarding execution by a body corporate for a community titles scheme	28 August 2024
3059 (new)	Execution by an Attorney (specified officer or holder of a specified office)	Insert new section regarding execution by an attorney (specified officer or holder of a specified office)	28 August 2024
3050 3051(new) 3052(new) 3053(new) 3054(new) 3055(new) 3056(new) 3057(new) 3058(new)	Execution by Attorney	Insertion of new sections relating to different scenarios where an attorney executes and inclusion of information regarding execution by a supplementary attorney	11 September 2023
3080	Execution by an Administrator under the Guardianship and Administration Act 2000	Clarify requirements for execution of an instrument of document by an administrator for certain prisoners where the Public Trustee has discontinued management of the estate or has given consent for the appointment of the administrator	11 September 2023
3130	Execution for prisoners	Clarify requirements for execution of an instrument of document by the Public Trustee as manager of the estate of certain prisoners	11 September 2023

Para	Paragraph heading	Summary of change	Published Date
3300 (new)	Execution by a Trustee in Bankruptcy	Insertion of new section relating to execution by a Trustee in Bankruptcy	11 September 2023
2530 2540	Australian Embassy/High Commission/Consulate Identity and Witnessing Certification Form 20 - Identity/Witnessing Certification	Update text in relation to obliteration of identification document numbers and including cross reference to part 60-1030	5 June 2023
3050	Execution by Attorney	Delete reference to Property Law Act from second paragraph and update text to clarify requirements	5 June 2023
0000	Legislation	Amend paragraph relating to application of Land Title Act to Water Act and delete part relating to reference to Chief executive and include cross reference to legislation in introduction	1 November 2021
1400, 9000	Electronic Conveyancing Documents	Content removed and reference to Part 62 - eConveyancing inserted.	31 May 2021
2021	Execution and witnessing of ‘duplicate’ or ‘copies’ of National Mortgage Form	Content removed.	31 May 2021
2021 (new)	Execution and witnessing of ‘duplicate’ or ‘copies’ of National Mortgage Form	Insert new section regarding witnessing of duplicates or copies of the National Mortgage Form	19 March 2021

Para	Paragraph heading	Summary of change	Published Date
1000 1100 1130 1200 2100 2200 2220 2350 2400 2600 3050 3220	Various	Update references to sections of Land Regulation following introduction of Land Regulation 2020	16 October 2020
2200 2320 2530 2540	Various	Update to overseas witnessing practice related to evidence of right to deal	6 February 2020
3090	Execution for a Minor	Clarify practice in relation to execution for a minor	1 October 2019
3050	Execution by Attorney	Updated for sub-attorney execution practice requirements	1 October 2019
All	All	New Part 61 dedicated to Execution and Witnessing created with information moved from Part 60 and witnessing practice updated	1 October 2019

Part 62—eConveyancing

Para	Paragraph heading	Summary of change	Published Date
4000	Requisitions of Electronic Conveyancing Documents	Updated wording to provide cross references to Part 60 for information about requisitions over Electronic Conveyancing Documents	20 July 2026
0000	Introduction	Update text to include reference to mandate and review references to legislation	11 September 2023
2000	eConveyancing (electronic) Forms	Update text to review references to legislation	11 September 2023
4000	Requisitions of Electronic Conveyancing Documents	Clarify how rendered paper forms are returned to Titles Queensland	11 September 2023
0000	Introduction	Inclusion of paragraph relating to commencement of Mandate	20 February 2023
1010	Participation Rules	Inclusion of paragraph relating to commencement of Mandate	20 February 2023
5000	Available Instruments	Update text to clarify meaning of Available Instruments and include paragraph regarding Mandate. Section heading updated.	20 February 2023

Para	Paragraph heading	Summary of change	Published Date
6000 6010 6020 6021 6022 6030 6040 7000 (new)	eConveyancing Mandate Required Instruments Exemptions Instrument Specific Exemptions General Exemption Categories Application of the Mandate Practice Requirements where an exemption applies Exemption Request Form (ERF) Guide to Completion - ERF	Insertion of new sections in relation to the eConveyancing Mandate	20 February 2023
0000, 1000, 1010, 1020, 2000, 3000, 4000, 4010, 5000, 6000, 9000	Various	Inserted new Part 62 with eConveyancing information.	31 May 2021