

BULLETIN NO. 229 | 08 APRIL 2013

WESTERN AUSTRALIAN REGISTRAR AND COMMISSIONER OF TITLES JOINT PRACTICE: VERIFICATION OF IDENTITY

Full compliance with the Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity [\[1\]](#) commenced on 2 January 2013. Thank you for supporting the implementation of this Verification of Identity Practice.

The aim of this CIB is to assist property professionals to comply with the Verification of Identity (VOI) Practice by describing a range of matters that have arisen since the start of the year.

Using Australia Post as an Identifier

If a property professional wishes to subscribe to the Australia Post [WA land title transactions](#) service, they will need to contact Australia Post and arrange for the creation of Land Title Identity Verification Form that is bar-coded and unique to that property professional's service or business. Once this arrangement has been established and the property professional has their own unique bar-coded Land Title Identity Verification Form, they must tell their customers to only complete that specific form.

Landgate is frequently receiving VOI identification documents from Australia Post where the person being identified has used a Landgate bar-coded Land Title Identity Verification Form. This form is available from the Landgate website and is only relevant to **Self-represented Parties**, and is not to be used by those persons who are using the services of a conveyancer. For more information about Self-represented Parties, please visit the Landgate website [here](#).

Documents to which the VOI Practice applies

The following table clarifies the range of documents to which the VOI Practice applies. It is complementary to, but does not replace, Table 1 at 14.1.4 of the [Lands Title Registration Practice Manual \(Edition 10.2\)](#).

[\[1\]](#) The Western Australian Registrar and Commissioner of Titles Joint Practice: Verification of Identity is known as the 'Verification of Identity Practice'.

Instrument/Document type	Party required to be identified in accordance with VOI practice	Responsibility	Approved Form
Transfer of Land	Transferor (seller)	Registrar of Titles	Form T1, T2, T4
Mortgage	Mortgagor	Registrar of Titles	Form M1
Request for Certificate of Title	Registered proprietor and Applicant	Registrar of Titles	Form A7
Replacement Duplicate Certificate of Title	Registered proprietor and Applicant	Commissioner of Titles	Form A5

Transmission	Executor/Administrator, Applicant	Commissioner of Titles	Form A1
Survivorship	Survivor, Applicant	Commissioner of Titles	Form A2, A2a
Power of Attorney	Donor	Registrar of Titles	Form P1 and appropriate deeds (<u>not</u> EPA)

Frequently Asked Questions

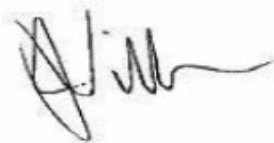
You are encouraged to regularly visit the 'Verification of Identity' webpage on the Landgate web site [here](#), and click on 'Frequently Asked Questions'. The most recent questions are posted first under each subheading and identified as 'new'

Requisition Fees

Note that the period of grace for requisition fees ends on 30 June 2013. As from 1 July 2013, the normal regulated fee for requisitions for non compliance with the VOI Practice will be applied.

Further support

Please email your queries or questions to voipractice@landgate.wa.gov.au. Alternatively you can telephone a Landgate Customer Service Officer on 08 9273 7341 or 1300 556 224.



Jean Villani
Registrar of Titles



Susan Dukes
Commissioner of Titles