

# FIRST TITLE POLICY ORDER

## Law Firm Information

Solicitor Acting  Contact   
Firm Acting   
Address   
Telephone  Fax

## Transaction Information

Purchase Price  \$  Settlement Date

## Property Information

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Single Dwelling house          | <input type="checkbox"/> Owner Occupied      | <input type="checkbox"/> Fee Simple         |
| <input type="checkbox"/> Single Level Unit / Town house | <input type="checkbox"/> Investment / Rental | <input type="checkbox"/> Leasehold          |
| <input type="checkbox"/> Multi Level Unit / Apartment   | <input type="checkbox"/> Holiday Home        | <input type="checkbox"/> Unit Title         |
| <input type="checkbox"/> New Home / Under construction  |  | <input type="checkbox"/> Cross Lease        |
|   |  | <input type="checkbox"/> New title to issue |

Registry  Certificate of Title   
Legal Description (Lot, DP)   
Street Address   
Purchaser(s)

## Mortgagee Information (only complete if Mortgagee Policy required)

Mortgagee   
Address   
Telephone  Fax   
Contact  Loan Ref.   
Mortgage  \$  Priority  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>

## Title Search Information

- Please obtain a search of the Certificate of Title. I undertake to pay the search and agency fees.
- Please obtain a search of the Certificate of Title *and* copies of all encumbrances easements and caveats (other than mortgages)
- or
- I attach with my order a copy of the Certificate of Title and have completed the results on the following page.

## Title Search Results

All Existing Mortgages /Caveats /interests will be discharged on settlement

The following Existing Mortgage(s) will remaining on title  
(to be completed when requesting insurance for a 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> mortgage, etc)

Mortgagee

Date registered  Registered No.

Original Principal \$  Priority  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>

Details of all memorials relating to registered instruments and interests that are noted on the title that will remain after settlement are as follows

I am aware of the following potential risks (if in doubt disclose - they may be able to be insured over)

In submitting this order, I confirm that I:

- have acted and at all times will act in accordance with my client's instructions;
- have or prior to settlement will have obtained undertakings from the vendors solicitor and such other persons as I deem appropriate in the circumstances and in accordance with standard conveyancing practice; and
- other than the potential risks identified above, I am not aware of any other circumstance relating to the property or the transaction that would increase the likelihood of any insured risk occurring.

\_\_\_\_\_  
Signed

Thank you for your order, you should receive confirmation  
within one business hour.

**Once completed please either:**

**email us at            orders@1title.net**

**fax us at                0800 FAX TITLE (0800 329 84853 )**

**or phone us at        0800 1 TITLE    (0800 1 84853)**