

# ANZ PRODUCTION OF TITLE CONSENT FORM



To assist us in processing your request in a timely manner, please complete appropriate sections in full (as missing details may result in delays)

- Any fields that are not applicable should be marked N/A
- For business loans please contact your Relationship/Business Manager to arrange for the production of title / consent
- For all enquiries please call 1800 603 361 8:00am to 6:00pm AEST & 5:00pm AWST
- ANZ requires a minimum of 10 business days to process your request
- Subject to approval, ANZ can present your property title(s) to the Land Titles Office to allow for changes but cannot provide legal advice or assist with registration of your documents.

Please use **BLOCK CAPITALS** to complete this form.

To determine the type of production/consent and documents required, please refer below:


Request	Description	Documents Required
Subdivision	The property has been subdivided into multiple lots	Copy of the approved plan & LTO application Contract of Sale (if applicable) <small>*Note some states require endorsement of the originals</small>
Request for Subsequent Mortgage	A new mortgagee is requesting to register a subsequent mortgage over the property.	Second priority amount Mortgagor consent to give account information to new mortgagee
Transfer of ownership/ Change of name	Request to lodge a Transfer of Land over the property e.g. Adding name to title, removing name to title, changing tenancy etc	Copy of the Transfer of Land or copy of application & proof of name change
Deceased Estate/Bankruptcy	Request to lodge a Survivorship Application (Notice of Death) and Application by Legal Representative.	Certified copy of Death certificate or Grant of Probate/Letters of Administration Transmission/Survivorship Application or Application by Legal Representative
Lease	Consent to Lease requests. e.g. New leases to be registered, Extension of Lease, Transfer of Lease	Copy of the Lease/Sublease Copy of the application (extension/transfer) <small>*Note some states require endorsement of the originals</small>
Easement / Covenant	All matters relating to Easements/Covenants. E.g. Registration of Easement/Covenant / Surrender of Easement.	Copy of the application. <small>*Note some states require endorsement of the originals</small>
Boundary Realignment	Property is subject to realignment of the boundaries, either gaining or losing land.	Copy of the approved plan & LTO application Copy of the transfer of land (if applicable) <small>*Note some states require endorsement of the originals</small>
Resumptions	Requests where government or local authority is claiming back land from the subject property.	Copy of notice detailing the land being taken. Copy of Plan showing land taken
Other	Example: Document endorsement (Section 173) etc	

Please return your completed form with a copy of all supporting documentation. If you require formal stamp endorsement as required by a Government or legal body please send original documents to:

 Email your request to: [complexreleasesteam@anz.com](mailto:complexreleasesteam@anz.com)

 Fax pages 2 and 3 to the Complex Releases Team on: **1800 118 291**

Or alternatively, you can mail your request to:

 **Productions Team**  
Locked Bag 38002  
Docklands, VIC 8012

All original documents will be returned to the requesting party via express post. Please allow up to 2 business days for your request to be received and file created. A file reference number will be sent to email or Fax no supplied in section B confirming receipt.

## FEES AND CHARGES\*

ANZ Production Fee \$160 \*\* Fee exempt for Deceased Estate \*\*

\* ANZ fees relating to the lodgement and preparation of a discharge or mortgage are contained in ANZ Personal Banking - General Fees and Charges booklet available at any ANZ Branch or visit [www.anz.com](http://www.anz.com). Government Land Title office fees may apply.

**SECTION A – CUSTOMER DETAILS**

**FULL NAME OF ALL REGISTERED SECURITY HOLDERS AND BORROWERS INCLUDING PREVIOUS NAMES:**

	First Name	Last Name		
1	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Home
2	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Work
3	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Fax
4	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Mobile
5	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Email

**SECTION B - REPRESENTATIVE DETAILS (FOR CORRESPONDENCE PURPOSES)**

Please ensure to include phone and fax numbers

**Borrower Representative**    Solicitor    Conveyancer    Other Financial Institution    ANZ Branch    Other

Contact Name	<input type="text"/>			Company/Branch Name	<input type="text"/>		
Contact Address	<input type="text"/>			Suburb	State	Postcode	
Phone Number	<input type="text"/>		Mobile Number	<input type="text"/>		Fax Number*	
Email	<input type="text"/>						

Return original documents to representative in section B

Return original documents to:

Name

Address    Suburb    State    Postcode

**SECTION C – PROPERTY DETAILS**

	Address of properties/securities	Certificate of Title Reference
1	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>

**SECTION D – REQUEST TYPE**

Reason for request: Please tick and provide relevant information, multiple boxes may be ticked. See page 1 for definitions. Please ensure to attach copies of any documents to be lodged at the Lands Titles Office.

Subdivision

**Are any of the proposed Lots being sold within the next 6 months?**

Yes **Please complete & submit a Discharge & Variation Authority form to our Discharges area. A Blank ANZ DA can be downloaded from this link: <https://www.anz.com.au/content/dam/anzcomau/documents/pdf/anz-discharge-variation-authority.pdf>.**

No

If Yes, please complete the following

Lot No  is being sold & Proposed Settlement date is

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Lot No  is being sold & Proposed Settlement date is

Will your loans be fully paid out  Yes    No

In order to assist with partial reduction of your lending please provide details of remaining lots. Note a valuation may be required to establish whether your lending is required to be reduced. ANZ will notify you if a reduction in your lending is required. For valuation purposes please provide contact details to arrange inspection if required:

Name    Contact Ph Number

**If a Contract of Sale has been signed, please provide a copy with your request**

- Request for Subsequent Mortgage. Please provide contact details of financier in Section B
- Transfer of ownership/Change of Name (Non sale)
- Deceased Estate/Bankruptcy
- Lease
  - Please advise whether you require
    - Consent     Extension     Transfer
- Easement / Covenant
- Boundary Realignment
  - Please advise whether you are
    - Adding Land to your property    or     Losing Land to your property
- Resumption of Land
- Other (Please provide as much information as possible below)

**SECTION E – FEE PAYMENT OPTIONS**

I/We would like ANZ to:

- Please debit my/our account listed below (ANZ Accounts only) for the fees. (Note Loan accounts cannot be used). Account holders must be listed in section A.

Customer Name	BSB	Account Number
<input style="width: 100%;" type="text"/>	<input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>	<input style="width: 100%;" type="text"/>

**SECTION F – CUSTOMER AUTHORITY**

I/We Authorize ANZ to provide my/our solicitors or appointed representatives or other financial institutions detailed in Section B with any information required about our accounts and security held to assist with our request.

I/We consent to ANZ in disclosing information to the subsequent mortgagee for the purpose of advising total lending balances, providing a Priority Agreement and assisting with all matters relating to consent of a subsequent Mortgage being lodged against my/our title(s). I/We acknowledge that the terms of my/our existing lending and Mortgage continue in full force and effect.

**Customer 1**

**Signature**

Date (DD/MM/YYYY)

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**Customer 3**

**Signature**

Date (DD/MM/YYYY)

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**Customer 2**

**Signature**

Date (DD/MM/YYYY)

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**Customer 4**

**Signature**

Date (DD/MM/YYYY)

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