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| **Transfer Instrument – Completed Property –**  **By Order of the Court** | | | | | |
| **Objective** | | | | | |
| An application to the RORP to transfer Real Property from the Registered Owner to another party based on the issuance of a Court Order. | | | | | |
| **Section 1: Details Required** | | | | | |
| Folio of Register1: | Folio No: | | | | |
| Property Address: | Building Name: | | | | |
|  | Floor Number: | | | Unit Number: | |
| Usage: | Residential Commercial Retail Parking  Storage  Other | | | | |
| Nature of interest transferred2: | Whole  Other, specify | | | | |
| Name of Registered Owner/s of Property3: |  | | | | |
| Address of Registered Owner/s4: |  | | | | |
| Contact Details: | Tel: | | | Email: | |
| Name of Transferee/s for entry in the Register5: |  | | | | |
| Address of the Transferee/s6: |  | | | | |
| Contact Details: | Tel: | | | Email: | |
| If more than one Transferee: | Joint Tenants  Tenants in common in equal shares  Tenants in common as to the following Shares | | | | |
| Date of birth of each Transferee7: |  | | | | |
| Is the Transferee/s, or any of them, under the age of 18 years: | Yes  No | | | | |
| Is property being transferred subject to a Mortgage?8 : | Yes  No | | | | |
| Date of the Court Order ordering the Transfer9: |  | | | | |
| **Section 2: Signatures** | | | | | |
| Signature of Transferor/s: |  | Signature of Transferee/s: | | |  |
| **Date:** |  | **Date:** | | |  |
| **Section 3: For Official Use Only** | | | | | |
| **Received By:** | **Date:** | | **Stamp:** | | |

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| **Transfer Instrument – Completed Property – By Order of Court** | |
| **Guidelines** | |
| **Section 1** | |
| 1 | Specify the Folio Number which is on the Title Deed. |
| 2 | Select the Box applicable. If less than the whole of the property is being transferred, specify interest. |
| 3 | The Registered Owner/s name/s must be written exactly as it appears on the Title Deed otherwise the application will be rejected. |
| 4 | The address provided must be a valid address where the Registrar may serve notices and it is up to the party to keep their address updated with the Registrar at all times. |
| 5 | Details to be provided by the applicant lodging the Transfer in accordance with the Court Order. |
| 6 | The address provided must be a valid address where the Registrar may serve notices and it is up to the party to keep their address updated with the Registrar at all times |
| 7 | Where the Transferee/s is/are a natural person, the date of birth of each Transferee to be inserted. |
| 8 | Any notice to be provided to the mortgagee relating to the change in ownership is the responsibility of the applicant. |
| 9 | Applicant to provide a copy of the Court Order to the RORP and any other supporting or supplemental documents. |
| **Section 2** | |
| All signatures shall be provided, including company stamp where applicable. The Registrar is entitled to request whatever documents it deems necessary to ascertain the identity of an authorised signatory. | |

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| **Warranty** |
| The parties to this Instrument warrant that the information provided in the Instrument and all accompanying documents is true and accurate. Any party providing any information which is false, misleading or deceptive to the Registrar or withholds or conceals information from the Registrar shall be fined and/or prosecuted to the full extent of the Law. |