

Notice to Surveyors

T3/2017



All new plans to be lodged via the New Land Registry

Following the distribution of *Notice to Surveyors T1/2017 – Changing the way plans are created and lodged with Landgate* on 16 January 2017, Landgate sent emails to surveyors, requesting participation in the New Land Registry (NLR).

Thank you to all who responded and provided Landgate with your completed 'NLR Users - Template Security' spreadsheet. Landgate has set up NLR logon credentials for all users within those organisations. Please check you have access to NLR.

Landgate strongly encourages you to start using NLR to lodge all new Deposited and Strata Plans. The benefits for using NLR to lodge a new plan include:

- you don't need a surveyor's report. This information is entered in the NLR portal during lodgement.
- you don't need a survey lodgment form. The system automatically generates a lodgement receipt based on the number of new lots created, and sends it to you after lodgement.
- at lodgement, you can ask for the plan to be sent to WAPC without attaching a release letter.

At present you do not need to create your plan in the NLR portal. You can attach a plan PDF with your lodgement.

If you have not provided Landgate with your completed 'NLR Users - Template Security' spreadsheet, you need to do this by **17 May 2017**.

To streamline the plan lodgment process, from **1 June 2017**:

- you will need to lodge all new Deposited Plans and Strata / Survey-Strata Plans, including re-subdivisions, consolidations, conversions and mergers using NLR. The functionalities to lodge these types of plans in ePlan Lodgement will be disabled.
- if you initially lodged a plan using NLR, you must also lodge all amendments and replacements of that plan using NLR.
- if you initially lodged a plan using ePlan Lodgement, you can still lodge amendments and replacements of that plan via ePlan Lodgement. Landgate is not immediately closing off these functionalities, but plans to in the future.
- if you need to submit additional information relating to a plan after the plan has been lodged in NLR, you can still do this in ePlan Lodgement.

- you should still lodge field records via lodge.fb@landgate.wa.gov.au.

Landgate is working towards you being able to lodge all field records and plan additional in NLR in the next two to three months. We plan to have NLR as the single point of entry for all plans and field records. As soon as we know when this will be up and running, we will let you know.

Landgate will help surveyors transitioning to NLR, so if you have any enquiries, please contact 9273 7373, select option 5 and ask for NLR Support. Or you can email rrp@landgate.wa.gov.au.

Dione Bilick

Dione Bilick
DIRECTOR, LOCATION DATA SERVICES
DELEGATE OF REGISTRAR OF TITLES
LANDGATE

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