

03 9705 5200

TIS: 131 450

NRS (for the deaf, hearing or speech impaired):
Visit internet-relay.nrsccall.gov.au

casey.vic.gov.au
caseycc@casey.vic.gov.au

PO Box 1000
Narre Warren
VIC 3805

Narre Warren
Bunjil Place
2 Patrick Northeast Drive

Cranbourne
Cranbourne Park Shopping Centre
125 South Gippsland Highway



How to obtain a full and current copy of your Certificate of Title

- Including the Plan of Subdivision and correct ownership details
- Must be no older than 30 days
- For any questions on how to conduct a Title search contact Landata:

Support required	Contact details
For all LANDATA related queries such as how to use LANDATA services, queries about LANDATA products and services, please contact our LANDATA Service Desk	LANDATA Service Desk: (03) 9102 0402
For all registration related queries such as lost or destroyed titles, a query related to a caveat, feedback for Land Titles Registration, please contact our Registration Service Desk	Registration Service Desk: (03) 9102 0401

It is your responsibility to ensure that you obtain all documents required to support your planning application. For advice on interpreting your Certificate of Title, please seek professional legal advice.

INSTRUCTIONS

Step 1: Go to the Landata website: <https://www.landata.vic.gov.au/>

Step 2: Select 'Titles & property certificates'

LANDATA® Home About Us Contact Us Help

You are here: Home

New Web Address for LANDATA®

Our new web address is - www.landata.online
Please update your bookmarks.

Most Popular Searches

- » Order a copy of title or plan
- » Purchase property certificates for buyers & sellers
- » Order a copy of a transfer of land for the First Home Owners Grant (FHOG)
- » Subscribe to an alert on title or plan
- » Historic Aerial Photos - 1930s to 1990s

Title & Property Information

- » **Titles & property certificates**
- » Document tracking
- » Instrument search
- » Survey information
- » Water documents
- » Central Plan Office

Sales & Valuation Information

- » Property sales history & valuation reports
- » Property market statistics

Step 3: Specify the property – Street Address and enter details

You are here: [Home](#) > Titles & Property Certificates

[+ Titles & Property Certificates - Learn more](#)

1. Specify Property | 2. Confirm Property | 3. Select Certificates | 4. Delivery Details | 5. Receipt

Step 1 of 5: Specify Property

Do you know the: *

- Street Address
- Volume/Folio Number
- Lot on Plan
- Council Property Number
- Standard Parcel Identifier
- Crown Allotment

Enter Street Address details below

Enter the property address *

Example: 11/105 Barkly Street
St Kilda, 3182

Unit/Flat: Street Number:

Street Name: Street Type:

Barkly Street

Suburb /Town /Locality *
St Kilda

Postcode:
3182

[Cancel](#) [Next](#)



Step 4: Check that the Lot and Plan details have populated

Step 5: Select 'View and Confirm on map'

You are here: [Home](#) > Titles & Property Certificates

1. Specify Property | 2. Confirm Property | 3. Select Certificates | 4. Delivery Details | 5. Receipt

Step 2 of 5: Confirm Property

Property Search Criteria | You used the following street address to specify the property: 11 Tyntynder close, berwick 3806

Property Search Results | 11 TYNTYNDER CLOSE, BERWICK 3806 / Lot 87 Plan LP200860X

Property Identifiers

Identified Details

[View and Confirm on map](#)

Address

Street Address:

Unit/Flat:

Street Number: *

Street Name: *

Street Type: *

Suburb /Town /Locality: *

Postcode:

Lot Plan

Lot Plan:

Lot Plan #1

Lot(s):

Plan: *

Section:

Block:

[Add another](#)

[Delete](#)

- Crown Allotment
- Volume Folio
- Standard Parcel Identifier
- Water Authority
- Map Reference
- Municipality



Step 6: View and confirm the property on the map and select 'Confirm Property Detail'

Step 2a of 5: Confirm Property - view and confirm on a map

Map for Street Address - Is the correct property highlighted on the map?

Yes Click on the "Confirm Property Detail" button on the bottom right side of screen.

No Select the correct property and then click on the "Confirm Property Detail" button on the bottom right side of screen.

Back **Confirm Property Detail**



Step 7: Select Certificates

- Select 'Register Search Statement (Title)' Certificate (highlighted in blue) and this will pre-populate other required certificate selections
- Make sure the following selections are selected (if listed):
Instrument Search (COVENANT) and Instrument Search (AGREEMENT)

You are here: [Home](#) > [Titles & Property Certificates](#)

[1. Specify Property](#) | [2. Confirm Property](#) | **[3. Select Certificates](#)** | [4. Delivery Details](#) | [5. Receipt](#)

Step 3 of 5: Select Certificates

The following certificates are available for the specified property.
Select the certificates required.
Certificates will only be issued for the property identified. All fees are in Australian dollars (\$AUD).

Select	Certificates	Delivery Turnaround (approx)	Total Fee (Inc GST) \$AUD
Title Certificates			
<input checked="" type="checkbox"/>	Register Search Statement (Title)	5 minutes	7.25
<input type="checkbox"/>	Instrument Search Inst AK98825D (TRANSFER)	5 minutes	5.11
<input type="checkbox"/>	Instrument Search Inst AK98826B (MORTGAGE)	5 minutes	5.11
<input checked="" type="checkbox"/>	Instrument Search Inst M169324V (COVENANT)	5 minutes	5.11
<input type="checkbox"/>	3 months Property Transaction Alert (3 months)	5 minutes	7.95
<input type="checkbox"/>	Verify Title		4.25
<input type="checkbox"/>	Dealings on Title	5 minutes	0.00
<input type="checkbox"/>	Title History Search Statement	5 minutes	12.39
<input checked="" type="checkbox"/>	Land Index Search Land Registry		7.52
<input checked="" type="checkbox"/>	Copy of Plan Plan LP200860X	5 minutes	6.89
Property Certificate(s)			
<input type="checkbox"/>	Land Tax Certificate State Revenue Office	10 days	25.88
<input type="checkbox"/>	Growth Areas Infrastructure Contribution (GAIC) Certificate State Revenue Office	12 days	9.55
<input type="checkbox"/>	Vicroads Certificate VICROADS	10 days	27.64
<input type="checkbox"/>	Heritage Certificate (Sec 58) Heritage Victoria	5 days	55.50
<input type="checkbox"/>	Land Information Certificate CITY OF CASFY	15 days	36.66



Step 8: The bottom of the table will indicate the total fees amount

- Select Next
- Select Register if you don't already have an account or Login to make payment

Designated Drainage Plans, Assessments and Planning Report Department of Environment, Land, Water & Planning	10 days	6.96
Mine Subsidence Department of Environment, Land, Water & Planning	1 days	9.55
Catchment & Land Protection Department of Environment, Land, Water & Planning	1 days	17.54
Sale History Report Department of Environment, Land, Water & Planning	5 minutes	2.64
Water Information Statement SOUTH EAST WATER	5 days	42.19
Sewer SOUT		40.94
Asset SOUT		32.14
Crown DELW		17.34
Nation		112.57
Extra Enviro		20.55
		\$6.84
		\$0.68
	Total amount due	\$26.77

[Back](#) [Cancel](#) [Save, Finish Later](#) [Next](#)

Additional charges:
 You have ordered a Land Registry product. Because you did not provide the Volume/Folio number to specify the Property there is a search fee associated with providing this information. To avoid the fee return to *Step 1: Specify Property* and provide the folio number.

Once payment has been processed you will receive a receipt via email and separate emails for each selected Certificate. These may come through at different times (see Delivery Turnaround column for guidance).

Once you have received all Certificates you will need to save them and submit all of them with your Planning Application.

For any questions, contact Landata:

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