

Notice of Sale

Attachment to Section 603

In ensuring that new Ratepayers are advised of all relevant Council information, it is important that Council's records are promptly updated with all property settlement details. Please complete the Notice of Sale details identified below and forward the information to Canterbury Bankstown Council immediately after settlement.

Complete form in **BLOCK** letters. Mandatory fields shown by an asterisk * if not completed, form will not be processed.

Details of Ownership

Vendor	<input type="text"/> <i>Full Name(s)</i>		
Purchaser	* <input type="text"/> <i>Full Name(s)</i>		
Address for Service of Notices after Settlement	* <input type="text"/> <i>Street Name</i>		
	* <input type="text"/> <i>Suburb</i>	* <input type="text"/> <i>State</i>	* <input type="text"/> <i>Postcode</i>
Contact details	<input type="text"/> <i>Phone</i>	<input type="text"/> <i>Email</i>	

Details of Sale or Transfer

Contract Date	<input type="text"/>	Settlement Date	* <input type="text"/>
Purchase Price	\$ <input type="text"/>	Property acquired by	<input type="text"/> <i>(e.g. Sale, Transfer, Court Order)</i>

Description of Property

Unit Number	<input type="text"/>	Street Number	<input type="text"/>				
Street Name	<input type="text"/>						
Suburb	<input type="text"/>	Lot	* <input type="text"/>	Sec	* <input type="text"/>	DP/SP	* <input type="text"/>
Nature of Property	<input type="text"/> <i>(e.g. Residential, Business or Vacant Land)</i>						

Solicitor's Details

This Notice has been completed by:

Solicitor's Name	*	Date	*		
Address	*				
Suburb	*	State	*	Postcode	*
Reference		Phone No	*		

Important Information to the Solicitor/Conveyancer

Canterbury Bankstown Council is experiencing long delays in being notified of Notice of Transfer details from the Land Titles Office. Some delays are as long as eight (8) weeks, sometimes much later, after settlement.

Given the delay, it is imperative that Solicitors/Conveyancers forward a copy of the attached Notice of Sale document to Council, so as to ensure that all relevant ownership details are accurately reflected in Council's records. Once updated, Council will be able to communicate to all new Ratepayers, such as your client, any relevant information relating to their property.

Please note that the current Notice of Sale document that you lodge with the Land Titles Office does not contain all the relevant information for Council to alter its Ratepayer records and as such it is important that this document is returned to Council immediately after settlement.

Please note forms which do not have all mandatory fields completed, will not be processed.

If you require any further information please do not hesitate to contact Council's Rates Department on (02) 9707 9507.

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