



Checklist for Preparation of Legal Documentation in relation to Easements, Covenants and Transfer of Land

Lodgement details

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1 Site address

2 Name of estate (if relevant)

3 Council Development Approval Number / Permit Number

4 Stage number (if relevant)

5 Request for:

- Creation of Easement / Covenant Documentation
- Surrender of Easement
- Transfer of Land

6 Checklist

Creation of Easement /Covenant Documentation

- Final copy of Survey Plan (back and front)
- Copy of relevant conditions of approval
- Written advice of which easement / covenant is satisfying which condition

Surrender of Easement in favour of Council as a condition of Development Approval

- Copy of Survey Plan showing easement
- Copy of current Title Search
- Copy of Easement Document

Transfer of Land

- Final copy of Survey Plan (back and front)
- Copy of relevant conditions of approval

7 Applicant details and signature

Applicant name

E-mail address

Applicant Signature

Date