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|  | LAND TITLESACCESS CANBERRAChief Minister, Treasury and Economic Development Directorate**VARITATION OF PRIORITIES OF MORTGAGES** |
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| **Form 041 - VPM** |

 | ***Land Titles Act 1925*** |
| IMPORTANT INFORMATIONThis form is to be used to lodge a variation of priorities of mortgages under the *Land Titles Act 1925* (the Act). You can access the Act at [www.legislation.act.gov.au](http://www.legislation.act.gov.au). You may also obtain further information and forms at [www.act.gov.au/accesscbr](http://www.act.gov.au/accesscbr). |
| PRIVACY INFORMATIONThe Act authorises the Registrar-General to collect the personal information required by this form for the purposes of issuing a registration under the Act. The Registrar-General prevents any unreasonable intrusion into a person’s privacy in accordance with the *Information* *Privacy Act 2014.* The Registrar-General provides identifiable information to law enforcement and other Directorates that have legal authority to request information under prescribed circumstances.These agencies may also use this information to prepare and sell property sales reports to commercial organisations concerned with the development, sale or marketing of land. |
| INSTRUCTIONS FOR COMPLETION* The certificate of title or production of title consenting to the registration of this document is required for lodgement.
* All information should be typed or clearly printed. If completing this form by hand please use a solid black pen only.
* This office will not accept lodgement of this form if it is not completed in full.
* Any alteration to information provided on this form must be struck through with a black pen. Substitute information must be clear and all parties must sign in the margin. Do not use correction fluid or tape.
* Ensure all required documents are attached.
* Execution by:
1. **A Natural Person** – Should be witnessed by an adult person who is not a party to the document.
2. **Attorney** – if this document is executed by an Attorney pursuant to a registered power of attorney, it must set out the full name of the attorney and the form of execution must indicate the source of his/her authority e.g. “AB by his/her attorney XY pursuant to Power of Attorney ACT Registration No…… of which he/she has no notice of revocation”. (This execution requires a witness).
3. **Corporation** – Section 127 of the *Corporations Act* provides that a company may now validly execute a document with or without using a Common Seal if the document is signed by:
	* 1. Two directors of the company;
		2. A director and a secretary of the company; or
		3. Where the company is a proprietary company and has a sole director who is also the sole company secretary, that director must state sole director. (This execution does not require a witness).
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| CONTACT AND LODGEMENT INFORMATION |
| **Website:**[www.accesscanberra.act.gov.au](http://www.accesscanberra.act.gov.au)**General Enquiries:** 13 22 81 | **In Person:**Environment, Planning and Land ShopfrontGround Floor South, Dame Pattie Menzies House, 16 Challis Street, DicksonOpening hours - Monday to Friday 8:30am to 4:30pm *(excluding public holidays)* |

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 | ***Land Titles Act 1925*** |
| **LODGING PARTY DETAILS** |
| Name | Email Address | Contact Telephone Number |
|       |       |       |

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| **TITLE AND LAND DETAILS** |
| Volume & Folio | District/Division | Section | Block | Unit |
|       |       |       |       |       |

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| **REGISTERED NUMBER OF MORTGAGE NUMBER 1** | **FULL NAME OF FIRST MORTGAGEE** |
|       |       |

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| **REGISTERED NUMBER OF MORTGAGE NUMBER 2** | **FULL NAME OF SECOND MORTGAGEE** |
|       |       |

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| **EXECUTION** |
| Print full name of Mortgagee 1     Signature of Mortgagee 1 | Print full name and address of witness     Signature of witness  |

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|  **EXECUTION** |
| Print full name of Mortgagee 2     Signature of Mortgagee 2 | Print full name and address of witness     Signature of witness  |

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| **OFFICE USE ONLY** |
| Lodged by |  | Certificate of title lodged |  |
| Data entered by |  | Certificates attached to title |  |
| Registered by |  | Attachments / Annexures |  |
| Registration date |  | Production number |  |