

**THE LA18 FORM OUTLINES THE DOCUMENTS TO BE SUBMITTED TO APPLY FOR A CHANGE OF OWNERSHIP**

Section 56.(2) of the By-law requires any change of ownership and continuation of a land development application by a new owner to be formally applied for and approved by the City. The following is required, should such application be in Post-approval phase:

LA18 – DOCUMENT SUBMISSION CHECKLIST		
DOCUMENT SUBMITTED	APPLICANT	LEGAL ADMIN
<b>Cover letter</b> indicating details of the change of ownership	<input type="checkbox"/>	<input type="checkbox"/>
A copy of the new Title Deed of the Farm Portion on which the township will be established (if transfer has already been registered in the Deeds Office)	<input type="checkbox"/>	<input type="checkbox"/>
Or a letter from the conveyancer confirming that the transfer will be registered directly before opening of the township register together with a copy of the Draft Deed of Transfer to be registered	<input type="checkbox"/>	<input type="checkbox"/>
<b>Power of Attorney</b> authorising attorney to act on behalf of the new registered township owner or owner to be	<input type="checkbox"/>	<input type="checkbox"/>
<b>Resolution of the company/partnership/joint owners/other legal entity</b> , if applicable	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proof of Payment</b> of the application fee with invoice number as reference	<input type="checkbox"/>	<input type="checkbox"/>

LA18 - APPLICATION FORM:	
PROPERTY INFORMATION OF THE APPLICATION PROPERTY:	
Township / Agricultural Holding / Farm	
Erf (Erven) / Plot(s) / Farm(s) No	
<b>Township Name:</b>	
<b>Council Reference Number:</b>	
<b>Application lapse date, if applicable:</b>	

I, ..... being the **applicant** described herein, declare that the above information is correct.

**SIGNATURE** ..... **DATE:** .....