COMPLETE AND RETURN

Please complete and return to your Solicitor by no later than

Standard searches – All conveyances

Current title searchNow\$26.60 /searchthese search in order properly advi you on t Contract a your rightRegistered planNow\$27.90Registered encumbrances (e.g. easements), interests and administrative advicesNow\$51.60 /searchReal property description, title reference, encumbrances, registered leases, location of land, caveats, lot entitlement, by-laws, details of progressive development of the scheme, administrative advices.Now\$51.60 /searchTitle Investigations - LotVen Seller calls for settlement + colts for settlement + contract aTermination – (if material defect)We will requi these search in order properly advi you on t Contract a you on t contract a	Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
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(If applicable to the Property.) calls for	Community Management Statement	calls for	\$62.00		
		calls for	\$51.60		

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
Title search of common property	When Seller calls for settlement	\$26.60 /search		Yes □ No □
Australian Securities and Investment Commission (If corporate Seller or Buyer.)			Rights (if any) will depend on terms of Contract and Seller disclosure.	
Company search Details of Seller corporation including directors, ABN.	Now + settlement date	\$9.00 /search		Yes □ No □
Organisation and business names search Organisation name, ABN, type of company, registration date and whether the organisation holds a professional licence or registration.	Now	Free		Yes □ No □
 Court Registers - Supreme, District and Federal Courts and QCAT * Shows: if an action has been commenced by or against the Seller; the nature of any action commenced; copies of all originating summons, interlocutory proceedings, orders, appeals, bills of costs and writs * tree orders only. 	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
Bankruptcy Register The bankruptcy register should provide information concerning name of bankrupt, dates of bankruptcy, and orders.	Now	\$15.00	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
Personal Property Securities Register Details of any personal property affected by a registered security interest – important as assets you may be buying could be repossessed.	When Seller calls for settlement + settlement date	\$2.00 /search	Generally, Seller contractually sells the Property free from encumbrances other than those disclosed. If a security interest is not released at settlement by delivery of a Release and Undertaking to Amend the register then it may entitle termination.	(If personal property forms part of the transaction and advisable even if it does not) Yes □ No □
Department of Environment and Science Determine if land is on the Environmental Management Register or Contaminated Land Register. Note : This search does not provide all the information under the <i>Environmental</i> <i>Protection Act 1994</i> (Qld) that could potentially give rise to a statutory right of termination.	Now	\$53.00 (online)	Under statute, if Property is on one of the applicable registers a Buyer may terminate if the Seller does not give disclosure before agreeing to sell. Termination must be exercised prior to settlement or possession, whichever is the earlier, or, if Seller makes disclosure after the Contract, within 21 business days of Seller's notice.	Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
			Other rights (if any) will depend on terms of Contract and Seller disclosure.	
QCAT Tree Register and minor civil dispute (fences) searches (Neighbourhood Disputes (Dividing Fences and Trees) Act 2011 (Qld))			Termination prior to settlement under statute if Seller doesn't give a copy of any tree application or order prior to contract. Other rights (if any) will depend on terms of Contract and Seller disclosure.	
QCAT records for tree applications and dividing fences applications and orders Details of applications and orders in relation to trees and fences on the Property.	Now AND Preferably also a second search just prior to settlement (if possible)	\$18.85		Yes ⊡ No ⊡
Land Tax Whether there are any outstanding amounts payable for land tax (which may become payable by the Buyer).	When Seller calls for settlement	\$43.65	Rights (if any) will depend on terms of Contract. Note that the commissioner may issue a notice requiring a Buyer to pay part of the purchase price equal to the unpaid land tax directly to the commissioner.	Yes ⊡ No ⊡
Mining and other geothermal tenures (online) Details of mining, petroleum, gas storage or geothermal tenures granted. Note: access agreements with holders of mining, petroleum, gas and other geothermal tenures on the land or on adjoining property are binding on successors in title. These agreements will not appear on the register and inquiries should be made of the Seller.	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	(If in known mining or gas area, but otherwise optional) Yes □ No □
 Transport noise corridor search (Department of Housing and Public Works) If the Property is in a noise corridor, the <u>Queensland Development Code</u> requires buildings to achieve certain levels of noise mitigation through the use of appropriate materials for the floor, walls, roof, windows and doors where they are located in the corridor. Note: The mapping tool can only search for property affected by the State Government's designated transport noise corridors. It does not include transport noise corridors designated by a local government or noise- related requirements that may be included in a local government planning scheme. Contact the relevant local government to check for any 	Now (A search should be undertaken early in the conveyance so that a Buyer can exercise other termination rights if necessary.)	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
planning scheme requirements that may apply in the area.				
Local government enquiries Set out below are some of the enquiries available through the local government.			Rights arising from any enquiries will depend on terms of Contract and Seller disclosure.	
 Rates search Rates information Outstanding infrastructure charges will not generally be shown in a rates search. For details of outstanding infrastructure charges, a planning and development certificate must be obtained. A rates search may show outstanding notices issued and required to be disclosed under Local Law 17. However, the rates search may not fully show whether other Local Law 17 disclosure or maintenance obligations apply. Additional investigations are necessary. See the <u>Contract and Property Report</u> for more detail. 	When Seller calls for settlement (unless required now to determine application of GCCC Local Law 17)	\$187.80	Allows for adjustment in accordance with the Contract.	Yes □ No □
Town planning search (limited) Town planning information (zoning, use, future use), summary of the provisions of planning scheme and regulatory provisions applying, any designations applying to the premises and information from infrastructure charges register. May show if the Property cannot be used as intended.	When Seller calls for settlement	\$366.00	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
• Sewerage and drainage plans Position of sewerage and drainage pipes. May show if parts of the Property cannot be used as intended.	When Seller calls for settlement	\$24.70 (often included in rates search) \$45.00 (drainage plan only)	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
• Building notices search (Property Notices Search in BCC) Information about show cause and enforcement notices.	When Seller calls for settlement	\$86.75 (often included in rates search)	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
• Certificate of Occupancy Whether the class of the building allows you to use the premises for your intended use (for example, if purchasing for permanent residence as opposed to temporary letting, that this use is allowed under the certificate of occupancy).	When Seller calls for settlement	\$86.75	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
 Department of Transport and Main Roads Roads Port authority (only if on the river) Rail Current proposals, resumption information for roads, ports and rail. (Department will not provide information on proposals for resumptions not currently approved.) 	Contract signed	\$38.40	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
 Energex/Ergon If the Property is connected under normal tariff conditions; if the Property is connected under guarantee conditions and the amount of the guarantee; if the Property is not connected upon what conditions it may be connected; whether there are any underground cables running through the Property. 	When Seller calls for settlement		Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
Dial Before You Dig Shows the presence of infrastructure on the Property.	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
 Pool Register This search shows whether there is: a pool on the land; a current pool safety certificate for the Property; a revocation notice for a pool safety certificate under s246AG <i>Building Act 1975</i> (Qld). 	When Seller calls for settlement	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
Body Corporate records search A review of body corporate records to identify issues not covered by Form 13 Certificate including Levy information, by-laws, lot entitlement, insurances, details of management and letting agreement, referee's orders, special levies, or where the minutes disclose works required due to building defects such as structural issues, water leak issues, combustible cladding or concrete cancer.	When Seller calls for settlement	\$200 to \$400	 Termination rights: for inaccuracy in Disclosure Statement where Buyer is materially prejudiced; for breach of implied warranty. Note: Time limits apply to the exercise of these rights. 	Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Standard search required (⊠ response)
Form 13 Information Certificate	When Seller	\$67.70	Termination rights:	Yes □
(Particularly advisable if instructions are not to undertake a body corporate records search, which is more extensive and advisable.)	calls for settlement		 for inaccuracy in Disclosure Statement where Buyer is materially prejudiced; 	No 🗆
Levy information, by-laws, lot entitlements, insurances.			• for breach of implied warranty.	
			Note : Time limits apply to the exercise of these rights.	

Optional searches – All conveyances

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Optional search required (⊠ response)
Computer Inventory of Survey Plans search (Spatial Full History search) (Available from Department of Resources or its distributors.) May point to previous surveys which can then be obtained.	Contract signed	\$51.00	Termination may be possible for material defect.	Yes □ No □
Queensland Building and Construction Commission Details of insurance cover for the Property.	When Seller calls for settlement	\$48.40	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	Yes □ No □
 Vegetation Management (State) Details of: requirements under the Vegetation Management Act 1999 (Qld) for clearing vegetation; whether land is high risk and clearing is subject to protected plants framework under Nature Conservation Act 1992 (Qld). 	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if Property is being purchased for development) Yes □ No □
Protected Plants (State) (Department of Environment and Science) Flora survey trigger map identifies high risk areas for endangered, vulnerable or threatened native plants.	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if Property is being purchased for development) Yes □ No □
Local government enquiriesSpecial water meter reading	When Seller calls for settlement (but note may take 14 days)	\$49.00	Results may be used for adjustment of outgoings.	Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Optional search required (⊠ response)
 Town planning (standard) As per limited town planning advice above, however, additional information obtained will generally only be relevant for future development or checking compliance of existing development. Per limited search (see above) plus copy of decision notices for current and declined development approvals, and copy of infrastructure agreements. See <u>Booklet</u> regarding circumstances where this search might be necessary to reveal obligations attached to the Property which could be significant. 	Nearing completion (takes 12 business days)	\$976.00	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if you need to check development is compliant) Yes □ No □
 Town planning (full) As per standard town planning advice above, however, Council will be bound by the information provided in the certificate which can provide additional protection if you are considering future development. Per standard search (see above) plus statement re fulfilment or non-fulfilment of any current development conditions, details of infrastructure agreements, advice of prosecutions for development offences. See <u>Booklet</u> regarding circumstances where this search might be necessary to reveal obligations attached to the Property which could be significant. 	Nearing completion (takes 30 business days)	for a quote.	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if you need to check development is compliant) Yes □ No □
• Building approval search Details of building approvals and inspections.	When Seller calls for settlement	records	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable for class 1a buildings) Yes □ No □
 Food Business Licence search The current state of any licences under the Food Act 2006 (Qld) and/or the Public Health (Infection Control for Personal Appearance Services) Act that might attach to the Property, and any contraventions. Whether the Property has a registered food licence and any contraventions. 	When Seller calls for settlement		Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if business conducted) Yes □ No □

Searches List – Acting for Buyer of Residential Property (OTP CTS) \mid \circledcirc Lexon Insurance

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Optional search required (⊠ response)
• Heritage search Whether Property listed on Local Government heritage register or any heritage agreements in existence.	Now		Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Relevant if building more than 50 years old) Yes □ No □
 Online Planning and Development System search (Availability depends on Local Government area.) Some Local Governments provide free online searches that provide some, but not necessarily all, Development Application materials and decisions. The information may not be complete and is not warranted by Council. The information shows applications (whether approved or not) and approvals and may include development conditions that run with the land (i.e. bushfire management plans and other ongoing conditions of approval). 	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable, particularly if a standard or full town planning search is not being conducted or development is intended) Yes □ No □
• Flood search (Brisbane City Council has Floodwise Property Reports and FloodCheck Queensland has historical data.) Whether the Property has flooded and the level of the last flood.	Now	Free in most areas	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if land located near a waterway or in a flood-prone area or you intend to build on land) Yes □ No □
 Vegetation Protection Orders (For Brisbane, this is under Natural Assets Local Law 2003.) Details of whether vegetation on the Property is protected vegetation or subject to an order. 	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable for purchase of properties near waterways, bushland or is rural to be developed) Yes □ No □
Powerlink Information concerning the Authority's future interest in the Property, easements and transmission lines.	Contract signed	\$57.75	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Generally only necessary for large rural or commercial properties) Yes □ No □
 Coastal development approval (historical tidal works approvals) Historical tidal works approvals issued prior to 18 November 2005; the date of any approval issued; nature of the works approved. 	Contract signed	(to identify	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if the Property has a jetty or other construction over water) Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Optional search required (⊠ response)
		\$23.55 (per plan)		
Coastal management search Whether the land is within a coastal management control district or an erosion- prone area and therefore the provisions of the <i>Coastal Protection and Management Act 1995</i> (Qld) applies.	Contract signed	Free	Right to terminate under <i>Coastal</i> <i>Protection and Management Act</i> <i>1995</i> (Qld) – requires notice at least 14 days prior to settlement of an undischarged coastal protection notice under s59 or an undischarged tidal works notice under s60. Other rights (if any) will depend on Contract and Seller disclosure.	(Advisable if Property is located in a coastal (beach or harbour) area) Yes □ No □
World Heritage List Whether Property listed on the heritage list.	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	Yes □ No □
National Heritage List Information on indigenous, natural and historic sites on the register.	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	Yes □ No □
Queensland Heritage Register search Whether Property is listed on heritage register or any heritage agreements in existence.	Contract signed	\$44.45	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	Yes □ No □
ATSI Cultural Heritage Register and Database (Department of Aboriginal and Torres Strait Islander Partnerships) Whether Property listed on heritage register or any heritage agreements in existence.	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	Yes ⊡ No ⊡
Environment Protection and Biodiversity Conservation Act (Cth) Information about protection of world and national heritage places, wetlands of international importance, biodiversity conservation, threatened and migratory species, marine areas and parks and nuclear actions.	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if buying vacant land for development) Yes □ No □
Unexploded Ordnance (UXO) (Department of Defence) Details of whether a site may have potential UXO contamination.	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Generally only necessary for non- urban properties) Yes □ No □
Fish Habitats (Department of Environment and Science) Details of whether a site may be affected by a declared fish habitat area (which may limit coastal development).	Now	Free	Rights (if any) will depend on terms of Contract and Seller disclosure - termination unlikely to be available.	(Advisable if Property is located in a coastal (beach or harbour) area) Yes □ No □

Buyer risk/concern	Suggested timing	Approx. cost	Rights	Optional search required (⊠ response)
Queensland Fire and Emergency Services search (This only applies to commercial buildings and units.) Whether a fire safety certificate has been issued for the Property, whether the Property complies.	When Seller calls for settlement	\$161.80	Rights (if any) will depend on terms of Contract and Seller disclosure.	Yes □ No □
Body Corporate Orders (Form 3 BCCM) from Body Corporate Commissioner Details of Orders made against a particular Community Titles Scheme.	When Seller calls for settlement	\$2.70	Rights (if any) will depend on terms of Contract and Seller disclosure.	(Unlikely to be applicable to a newly established body corporate) Yes □ No □
Telco search Major telecommunication network cables (including Optic Fibre) belonging to Telstra, Optus, Vodafone, AAPT, PowerTel, their subsidiaries and other providers that pass through the Property and information on communications network that may impact on the Property.	Now	\$124.00	Rights (if any) will depend on terms of Contract and Seller disclosure.	(Unlikely to be relevant for a Community Titles Scheme) Yes □ No □
<i>Biosecurity Act</i> - Register of Prohibited Matter and Restricted Matter Permits Details of biosecurity risks present on Property.	Now	\$51.40	Rights (if any) will depend on terms of Contract and Seller disclosure.	(Unlikely to be relevant unless Property is located in an agricultural area) Yes □ No □
Inland Rail Details of inland rail freight line. Further enquiries and costs may be necessary if Property is directly affected or is in proximity to line.	Contract signed	Free	Rights (if any) will depend on terms of Contract and Seller disclosure.	(Advisable if Property is located in SEQ Queensland between Goondiwindi and Brisbane) Yes □ No □

By signing and returning this form, you acknowledge that: Please complete, sign and return as soon as possible. 1. We have advised you to undertake all applicable standard searches; 2. Failure to undertake standard searches may (amongst other things) a. mean that rights of termination and compensation are not identified; defects in the Property, or the title to it, may not be identified; and b. result in loss or cause additional expense to you as Buyer(s); c. 3. You instruct us to undertake the Optional searches marked 'Yes X'; and You acknowledge that you will incur additional search costs and may (depending on 4. our fee arrangements) incur additional legal fees in carrying out the Optional searches selected.

[#Client name] / / / [#Client name] Date

Further Information – Notes for Author

- To access Searches on this list, please refer to <u>Searches Worksheet</u> Annexure Links to Searches. All links
 and references are subject to change. Practitioners should make their own enquiries to determine whether the
 links have been updated. Different local authority areas and regions may have different options for ordering
 searches and may provide different information in their search results. If in doubt, please contact the relevant
 authority for assistance.
- Land Tax search refer to Taxation Administration Act 2001 (Qld).
- Local government building notices search show cause and enforcement notices are issued under ss247 and 248 *Building Act 1975* (Qld) or ss167 and s168 *Planning Act 2016* (Qld).
- **QCAT search for fences and trees** applications and orders in relation to trees and fences on the Property are issued under the *Neighbourhood Disputes (Dividing Fences and Trees) Act 2011* (Qld).
- QCAT Tree Register and minor civil dispute fence decision searches QCAT Tree Register and minor civil dispute fence decision searches.
- **Mining and other geothermal tenures search** refer to s185(1)(h), (i), (j) *Land Title Act 1994* (Qld) regarding access agreements with holders of mining, petroleum, gas and other geothermal tenures on the land or on adjoining property being binding on successors in title.
- Transport noise corridor search see Queensland Development Code (QDC) Mandatory Part (MP) 4.4.
- **Queensland Building and Construction Commission search** refer to *Queensland Building and Construction Commission Act* 1991 (Qld).
- **Coastal Development Approval search** refer to s86 of the *Harbours Act* 1955 (Qld) (now part of the *Transport Infrastructure Act* 1994 (Qld)).
- **Title search of common property** search Right of termination under s209 *Body Corporate and Community Management Act 1997* (Qld) for undisclosed Body Corporate Asset.
- Body Corporate records search and Form 13 Information Certificate for inaccuracy in Disclosure Statement – see ss214 and 217 (proposed lot) *Body Corporate and Community Management Act 1997* (Qld). For breach of implied warranty - see s224 *Body Corporate and Community Management Act 1997* (Qld).
- Body Corporate Orders (Form 3 BCCM) from Body Corporate Commissioner search for compensation where order issued prior to Contract, note cl 7.4(4).



Take a moment to stop and think. What else?