Key Risk Checklist



Conveyancing resources

This document contains a list of resources useful to conveyancers.

Certain items are hyperlinked so by clicking on the item you will be taken to a website for more information. Please notify us if a hyperlink is not working.

LPLC resources	Comments
 Checklists: <u>Sale of land – questions for the vendor</u> <u>Purchase of land – questions for the purchaser</u> <u>Property websites and comments</u> <u>Tax issues</u> <u>GST</u> <u>LPLC Face to face verification of identity checklist</u> Practice risk guide: <u>Claim free conveyancing</u> News & Alerts: CGT 	 LPLC has posted numerous <u>blogs</u> about property law issues. Our blogs can be searched by area of law. Subscribe to the blog <u>here</u>. LPLC recommends that practitioners take reasonable steps to identify all clients. You can sign up <u>here</u> to receive LPLC information.
LIV resources	Comments
LIV property law resources Verification of identity: LIV verification of authority and right to deal checklist LIV VOI checklist Texts available from the LIV bookshop: Conveyancing Victoria – Simon Libbis Sale of Land – William Rimmer and David Lloyd LIV practice support: E: practicesupport@liv.asn.au T: 03 9607 9378	On the LIV website you will find vendor and purchaser checklists, information about eConveyancing, LIJ articles and blogs about property law.
LIV trust account enquiries Visit LIV <u>Trust Accounting Online</u> E: <u>tahelp@liv.asn.au</u> T: 03 9607 9463	The concerning the othing millings for relations
LIV ethics E: ethics@liv.asn.au T: 03 9607 9336	Try searching the <u>ethics rulings</u> for relevant issues. Also refer to the other <u>ethics</u> resources.

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Land Use Victoria	Comments
Land Use Victoria forms You will find guides for using the new forms <u>here</u> .	 Land Use Victoria has published new versions of approved forms containing new options for signing by practitioners on behalf of clients.
	• See LUV Customer Information Bulletin 166 June 2017 for more details about the new forms and client authorisations and certifications. You can subscribe to receive the bulletins <u>here</u> .
ARNECC	Comments
The client authorisation form is available from <u>ARNECC.</u>	 A client authorisation form authorises a practitioner to act and to sign documents on their client's behalf. Use of the client authorisations is
	prescribed with effect from 26 May 2017.
Providers of conveyancing services	Comments
Lawsoft LEAP (owns Lawperfect) Thomson Reuters SAI Global Infotrack Reliable Legal Precedents GlobalX PEXA	 There are numerous products available to assist conveyancing practitioners. For example, information provides can provide relevant certificates and searches. Some organisations provide conveyancing precedents. You can find a list of ASIC approved information brokers <u>here</u>.

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State Revenue Office	Comments
<u>Duties Online</u>	 Remember to select 'Duties form' when logged on as the administrator in Duties Online to be able to access the SRO all-in-one duties form.
Consumer Affairs Victoria resources	Comments
 For example brochures on: sale of land owners corporations retirement villages. 	 Practitioners may wish to refer clients to the <u>publications</u> issued by Consumer Affairs Victoria (CAV).
Barristers	Comments
Most practitioners who need to initiate a court proceeding in a conveyancing matter, such as an application pursuant to <u>s.49</u> of the <i>Property Law Act</i> 1958 (Vic), will brief a barrister.	 Contact the barrister's clerks for a referral to a barrister who specialises in property law.
Legal Research	Comments
Legal Research Austlii	 Try doing 'noteup' on Austlii to find other resources relevant to the legislation or case being considered.
	 Try doing 'noteup' on Austlii to find other resources relevant to the
Austlii	 Try doing 'noteup' on Austlii to find other resources relevant to the legislation or case being considered. Explore the products and publications
<u>Austlii</u> LexusNexis	 Try doing 'noteup' on Austlii to find other resources relevant to the legislation or case being considered. Explore the products and publications available by searching 'real property'. Sign up to receive an email with latest