

# Customer Information

Bulletin No. 112  
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### 1. GST – Latest Information on the Effect of the Goods and Services Tax (GST) on Purchases of DOLA Land Registry Products and Services

This Bulletin should be read in conjunction with GST information previously issued by DOLA.

In summary, document lodgement, search fees (including interactive charges) and Electronic Advice of Sale (EAS) are not affected by the GST, as they are included in Division 81 of the new Australian taxation system. GST affects digital data and microfiche products purchased via the Land Enquiry Centre.

### Changes to Previous Information Provided on Electronic Advice of Sale (EAS)

Since the issuing of the Bulletin 110, there have been several changes regarding the information previously provided on EAS. The Water Corporation's EAS fees have now been increased to \$21.50 for the standard service and \$27.00 for the urgent service. This increase is not related to GST.

Bulletin 110 also advised that customers would be charged ten percent GST on the one dollar service fee that DOLA deducts from the Water Corporation's EAS fee. The Water Corporation will now pay the GST on DOLA's one dollar service fee.

If you have any enquiries regarding the increases in the Water Corporation fees, please direct your enquires to the Water Corporation on telephone 94237855.

### Digital Data, Reports, Plots and Microfiche Products

Regular purchasers of digital data, reports, plots and microfiche products have been advised by letter that post 1 July purchases of these products will be moved from Customer Accounting System (CAS) into DOLA's corporate financial management system - CFACS. This relocation means that customers will be invoiced separately for

Regular purchasers of digital data, reports, plots and microfiche products have been advised by letter that post 1 July purchases of these products will be moved from Customer Accounting System (CAS) into DOLA's corporate financial management system - CFACS. This relocation means that customers will be invoiced separately for each order of these products, instead of paying for them on the monthly CAS statement. CFACS terms are 30 days from the date of the invoice. CFACS invoices can be paid in person at the CMA counter at DOLA Midland, or by post. Payment for these products can also be made at the point of purchase by credit card.

### **Considerations in Transfers**

In some instances, the sale of real property will be liable to GST. The sale of established residential properties is input taxed (no GST applies).

In accordance with the State Revenue Department's (SRD) amending GST legislation - *Financial Relations Agreement (Consequential Provisions) Bill 1999*, commencing from 1 July 2000, the calculation of stamp duty payable on a land transfer document is based upon the GST inclusive consideration.

Questions relating to the effect of the GST on transfers in respect to Stamp Duty and consideration disclosure should be directed to the SRD.

### **Changes to CAS**

A number of DOLA's CAS related documents, such as statements, banner sheets and receipts have been amended to indicate that the GST Tax rate is 0%.

### **Tax Invoices**

The new tax laws provide for the issuing of a "Tax Invoice", primarily for the purpose of substantiating input tax credit claims by GST registered entities. The CFACS invoice will be the GST Tax Invoice for products and services paid for in CFACS. All other DOLA invoices will be amended to comply with the new tax laws.

### **Australian Business Number (ABN)**

DOLA's ABN is 86 574 793 858.

The new tax law requires that business entities carrying on an enterprise, with an annual turnover exceeding \$50,000, to register for an ABN and the GST.

It may also be beneficial for business entities carrying on an enterprise with turnover less than \$50,000 to register for an ABN. The tax legislation provides for a 48.5% withholding tax from payments due to the entity if the entity's invoice does not state an ABN.

### **Professional Advice**

It is suggested that customers seek appropriate professional advice on matters related to the conduct of their business.

## Further Information

- **DOLA**

Enquiries regarding GST matters specifically related to DOLA products and services should be faxed to 92737682, marked attention Roy McManus or emailed to [roy\\_mcmanus@dola.wa.gov.au](mailto:roy_mcmanus@dola.wa.gov.au).

- **ATO**

The ATO Tax Reform Website ([www.taxreform.ato.gov.au](http://www.taxreform.ato.gov.au)) contains GST information for businesses. Customers can also contact the ATO via the website.

- **State Revenue Department**

The State Revenue Website is [www.wa.gov.au/srd](http://www.wa.gov.au/srd) and their general enquiries telephone number is 92621400.

## 2. Strata Titles General Amendment Regulations 2000 – Form 28

Regulations published in the Government Gazette on 14 April 2000 has provided a new form 28 disclosure statement for the sale of strata titled lots or proposed strata title lots.

The regulations amend Schedule 3 of the Strata Titles Act 1985 and make a transitional provision.

The amendment to Schedule 3 deletes the present Form 28 and substitutes a new form. Form 28 is used by vendors of strata titled properties to provide certain prescribed information to prospective purchasers.

The transitional provision enables the old form to be used concurrently with the new form for 3 months (from April 14 2000) after publication of the new form in the gazette.

## Purpose and Justification

The new form

- Eliminates some of the duplications which have caused concern to the real estate industry;
- Rewords and rearranges some of the form's provisions to clarify their meaning and reduce confusion.

## The Relevant Act

Section 69 of the Strata Titles Act 1985 requires certain information be given by vendors of strata titled properties to prospective purchasers. Section 69(3) provides that a form or forms shall be prescribed for use by vendors.

Regulation 42 of the Strata Titles General Regulation 1996 provides that the prescribed form is Form 28.

### Consultation

There has been consultation involving the Real Estate Institute of WA, the Strata Titles Institute of WA, some members of the Community Titles Advisory Committee, the Law Society and Department of Land Administration.

### 3. Electronic Advice of Sale (EAS) – Transfers of Lease

There has been a minor amendment to the processing of Transfers of Lease via the EAS system. As of July 1st, 2000 it will be mandatory to enter a Date of Sale/Possession for all Transfers of Lease at the Land Details screen (EASCELD). The same date entry rules apply as if processing a Sales Lodgement.

### 4. Change to Stopped Document Procedures

In February 2000 DOLA introduced a pilot project in one Freehold Examination Team whereby requisitions were faxed direct from the Examiner to the affected parties. As part of the pilot process customers were asked to telephone or fax the Examiner who issued the Requisition Notice (rather than the Stopped Documents section) with any enquires. Included in the pilot project was the ability to pay requisition fees and lodge evidence to rectify the requisition at DOLA's Perth Branch Office.

Following positive feedback from customers the pilot was extended to another Examination Team and the New Title Production and Crown Title Creation Sections.

In order to fully implement these pilot procedures DOLA recently commenced installation of a computer based fax-gateway system which will allow faxing direct to/from each Examiner's personal computer and increased the number of telephone lines to each Examination Team. The introduction by DOLA of a credit card payment facility is also being extended to include payment of requisition fees.

Subsequently from 17<sup>th</sup> July 2000 Stopped Document procedures will be as follows:

- The Stopped Document section will cease to operate with staff being moved to examination duties.
- Supervisors and Senior Examiners will issue Stopped Document requisition notices direct to the affected parties, by fax/post (*Note: current legislation prevents the use of e-mail*).
- Customers needing to discuss the Requisition Notice will be able to **contact the relevant Examiner issuing the Requisition Notice direct by phone/fax/e-mail as per the Examiner details shown on the notice.**

- **Provision of Evidence** - depending on its nature evidence may be:
  - Faxed or posted direct to the Examiner
  - Lodged, where necessary, by personal attendance at DOLA's new Land Registration Centre in Midland (as per current procedures).
  - Lodged in Perth or Bunbury (*Note: no uplifting of documents at these offices*).
- **Requisition Fees** may be paid:
  - At Perth, Bunbury or Midland by cash, cheque or credit card,
  - By posting to DOLA using cheque or credit card, or
  - By completing the credit card authorization form included with the Requisition Notice and faxing, along with any evidence direct to the Examiner
- Customers should note that as security to protect the card holder **no credit card details should be included as part of any letter of evidence** as these letters are scanned and form part of the dealing documentation and are held on public record. Only credit card payments on a separate form will be accepted.
- The **requisition period will remain at 14 days**, with a 24-hour notice being sent if the requisition has not been attended to by the end of that period.
- The **requisition period will be strictly adhered to**. Requests for extensions must be in writing clearly outlining the justification and must be sent direct to the Examiner issuing the Requisition Notice. Extensions will only be approved by the Manager, Dealing Examination or in his absence a Supervising Examiner.

Any enquiries regarding these new procedures should be addressed to Mick McGlenn, Manager, Dealing Examination by phone on 92737348.

##### **5. Land Registration Centre (formerly Customer Information Centre)**

Customers attending DOLA's Midland office from 17<sup>th</sup> July will notice a change to its customer related land registration services available in the Customer Service Hall.

As part of a move to offer a better service to customers a number of land registration related services have been physically integrated;

- The Customer Information Centre has been renamed the Land Registration Centre (LRC) to reinforce its focus on land registration related matters
- The integration of the Stopped Document section into the Examination Teams (see 'CHANGE TO STOPPED DOCUMENT PROCEDURES')
- The re-location of Stopped Document enquiries and Document Acceptance counters to the Progress Enquires/Issuing counter and be known as Document Acceptance / Issuing section

Document Acceptance / Issuing section will now be responsible for;

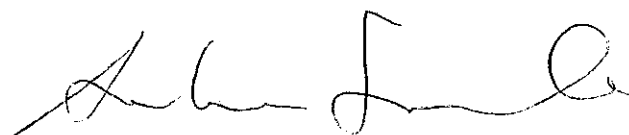
- Acceptance of all documents in Midland

- Document progress and Issuing enquiries
- Presentation of evidence for Stopped Documents
- Field book lodgement

The Land Registration Centre will be responsible for:

- Land registration and Strata related advice
- Customer education and training
- Survey advice and lodgement

Enquiries regarding the above should be addressed to Rod Shevlin, Manager, Land Registration Centre by phone on 92737044, fax 92737651 or email [LRC@Dola.wa.gov.au](mailto:LRC@Dola.wa.gov.au).



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