



# Withdrawal of Lien CHECKLIST

Name(s):			
Postal Address:			
Phone Number:		Email:	

Before lodging a Withdrawal of Lien, please ensure you complete the following checklist and include with your lodgement:

Application form is fully completed, with correct wording, in blue or black ink.  
Refer to *Withdrawal of Lien Guidance Notes* for assistance

Application form has the certifications completed

Registration Fee for 2024/2025 is **\$192.00** cash, EFTPOS, cheque, or money order payable to Land Services SA

**Verification of Identity (VOI)** requirements met, including certified copies of ID.  
Refer to the *Verification of identity for self-represented parties fact sheet* (see Table 1)

**Self-Represented Party – Authorised Person Certification form** to be completed by an authorised person. (E.g. Justice of the Peace)  
Refer to the *Verification of identity for self-represented parties fact sheet* (see Table 3)

**Note:** Dealings cannot be accepted for lodgement **if the VOI requirements are not met.**  
Office hours are between 9am-5pm  
A Confirmation of Registration Notice will be provided when the document has been registered.

*Land Services SA strongly advises all people to seek the assistance of a registered conveyancer or solicitor when dealing with any estate and interest in land*

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