

# Guide to searching a land title

A Folio of the Register is the official record of who owns a piece of land. It also includes details of:

- any restrictions
- a plan or diagram source showing the location and dimensions of the land
- any easements affecting the land.

Victoria's land titles are held in the state's online land titles register, managed by the Registrar of Titles using the Torrens system.

## Who can undertake a title search?

The Register is a public register and can be searched by anyone, subject to a fee.

## How to search a title

Searches can be conducted online through LANDATA® at [www.landata.vic.gov.au](http://www.landata.vic.gov.au).

A list of [title brokers](#) that provide online title search services is also available at [www.delwp.vic.gov.au/property>Property information>Buying or selling property>Brokers and data service providers](http://www.delwp.vic.gov.au/property>Property information>Buying or selling property>Brokers and data service providers).

Searches can also be conducted in person at Land Victoria. If you are unable to search for a title online or in person, lawyers, conveyancers or professional title search firms can do it for you at an additional cost. Land Victoria does not provide title searches via mail, telephone, fax or email.

## Information to search a title

The Volume and Folio reference number of the land is needed to conduct a title search.

Volume and Folio reference numbers can be obtained from Land Victoria for an additional charge.

To obtain the Volume and Folio reference number you will need one of the following:

- the property's street address
- the lot and plan of subdivision references.

Prior to 1862, land was granted under the General law deeds system. A small number of General Law titles remain, which are identified by a Book and Page Memorial reference, rather than a Volume and Folio reference number.

General Law titles can only be searched in person at:

Land Victoria  
57 Cherry Lane  
Laverton North  
Hours: Monday–Friday, 8.30 am–4 pm

## Inclusions in a search document

The title search (known as a Register Search Statement) issued by Land Victoria includes:

- description of the land (lot/plan or allotment/section/parish)
- name(s) of the current owners(s) and addresses(es) for service of notices
- manner of holding (e.g. joint tenants, tenants-in-common)
- restrictions (e.g. any mortgages, covenants or caveats affecting the title)

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- any dealings affecting the title such as transfers, mortgages or caveats registered in the past 125 days
- any unregistered dealings affecting the title, such as dealings lodged but not yet registered.

Information provided is guaranteed by the Victorian Government and can be used in a Vendor Statement when a property is offered for sale.

## Unregistered dealings

The status of any unregistered dealings can be checked on [www.landata.vic.gov.au](http://www.landata.vic.gov.au)>document tracking>dealing enquiry.

## Final search

A cheaper option than a full title search just before settlement is a check for any activity on a title. This service is often used on the day of property settlement. Go to [www.landata.vic.gov.au](http://www.landata.vic.gov.au)>document tracking>final search.

## Alert service

The LANDATA® Property Transaction Alert Service is an easy and economical way to monitor activity on a land title.

An email notice is sent if there is any activity on a title within a three, six or 12-month period, eliminating the need for regular searches.

Subscribe to the alert service at [www.landata.vic.gov.au](http://www.landata.vic.gov.au)>document tracking>property transaction alert>Volume-Folio.

## Historical searches

Historical searches, when more than the current title information is needed, can search:

- back to a specific date
- up until a specific person owned the property
- back to the original Crown grant.

## Fees

Fees for searching a land title using LANDATA are found on the [Forms, guides and fees](#) page at [www.delwp.vic.gov.au/property-forms](http://www.delwp.vic.gov.au/property-forms).

## Contact us

For [location and contact details](#), refer to [www.delwp.vic.gov.au/property](http://www.delwp.vic.gov.au/property)>Contact us.

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