

Application for a land tax clearance certificate

Land Tax Act 1915 s. 37 (1A)

Complete all parts of this form and return it (with payment of \$31.10) to the Office of State Revenue (cheques made payable to Commissioner of State Revenue). See reverse for address details.

Purpose of application	<input type="checkbox"/> Purchase	<input type="checkbox"/> Mortgagee enquiry	<input type="checkbox"/> Owner enquiry

Date of possession/ settlement	<input type="text"/>
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Land details	Property description (if more than two attach a separate sheet)	Lot	Plan Type (e.g. RP, SP) and number	Parish	Area
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Contact	Capacity in which application is lodged (eg Purchaser/Agent/Owner): <input type="text"/>	
	Your reference	<input type="text"/>
	Lodger's name	<input type="text"/>
	Lodger's address	<input type="text"/>
		<input type="text"/> Postcode <input type="text"/>
	Contact name (if agent)	<input type="text"/>
	Telephone	<input type="text"/> Facsimile <input type="text"/>

Parties	Vendor's name	<input type="text"/>
	Owner's name (if different from Vendor)	<input type="text"/>
	Purchaser's name	<input type="text"/>
	Lender's name (only if refinancing)	<input type="text"/>

Lodging your clearance certificate application

Electronically: Users can lodge applications directly through CITEC CONFIRM and be billed online. To take advantage of this service, please call the CITEC CONFIRM Hotline on (07) 3222 2700 or 1800 773 773 (from outside the Brisbane metropolitan area) or visit their website: www.confirm.com.au

Where clearance applications can be processed automatically, the certificate will be issued immediately. Where the application has to be referred to the Office of State Revenue for processing, the same service standard applies as to other methods of lodgement. See below.

By mail:

Brisbane Office:	Commissioner of State Revenue Office of State Revenue GPO Box 2476 Brisbane Qld 4001
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Rockhampton Office:	PO Box 1276 Rockhampton Qld 4700
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Townsville Office:	PO Box 988 Townsville Qld 4810
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Cairns Office:	PO Box 2378 Cairns Qld 4870
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In person: *Office locations*

Brisbane	Upper Plaza 33 Charlotte Street
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Rockhampton	Ground floor, 209 Bolsover Street
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Townsville	Level 1, 187-209 Stanley Street
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Cairns	Level 9, 15 Lake Street
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Business hours	Monday to Friday 8.00 am to 5.00 pm
Cashiers - Brisbane	8.30 am to 4.30 pm
Cashiers - Regional	8.00 am to 4.00 pm

For all land tax clearance enquiries, please call: **1300 300 734**

Further information and forms relating to this and other State taxation subjects are available from our website.

www.osr.qld.gov.au

Service standard for delivery:

The anticipated turn-around time for providing a certificate is 10 days; however, in some instances, such as where plans of subdivision have been recently lodged, or relevant information is not available, this time may extend.

Please ensure that your application is lodged with sufficient time to ensure that there are no delays in settlement.