

ISNSW WEBINAR SERIES  
"MANAGING YOUR REQUISITIONS MK 2"  
FRIDAY, 7 DECEMBER 2018  
12:00 – 1:00 PM



Presented by **Tony Craig** and **Joshua Barry** from **NSW Land Registry Services**

### ABOUT THE WEBINAR & PRESENTERS

The webinar will cover examples of plans lodged for registration and show numerous examples of errors on administration sheets and examples of unacceptable elements on a number of plan forms. Following these examples a presentation on how to correctly complete the administration sheet will be shown. This includes examples of how all parties with a registered interest in the title or land development should execute the administration sheets.



**TONY CRAIG**

**"Unacceptable Errors on Administration sheets and Plan Forms"**

Tony Craig is the A/General Manager Titling and Plan Services, NSW Land Registry Services. He has 35 years' experience at NSW LRS, started as a survey drafting officer in 1983 and is a community based Auslan Interpreter. He will be showing examples of plans lodged for registration and show numerous examples of errors on administration sheets and examples of unacceptable elements on a number of plan forms.



**JOSHUA BARRY**

**"How to correctly complete an administration sheet"**

Josh Barry 12 years' experience at NSW LRS, Team Leader of plan examination and is in charge of the plan requisition reduction project. Josh holds the Diploma Surveying, NSW Institute of TAFE – Ultimo. Josh will be giving a presentation on how to correctly complete the administration sheet. This includes examples of how all parties with a registered interest in the title or land development should execute the administration sheets.

### EVENT DETAILS

**Date:** Friday, 7 December 2018

**Time:** 12.00pm - 01.00pm AEST

**Venue:** Your own office

*Must have **INDIVIDUAL** computer/ tablet / smartphone with internet connection*

**Fee:** ISNSW Members and Professional Association Members \$88.00 per person (GST incl) / Non-Members \$150.00 per person (GST incl)

**CPD Event Code:** IS18.21, **CPD Points:** 1 Cadastral

*Instructions for log-in will be emailed to all attendees prior to the date of the webinar*

### REGISTRATION

Please complete the **Registration Form** and return to:

**Email:** [isnsw@surveyors.org.au](mailto:isnsw@surveyors.org.au)

**Postal Address:** PO Box 104, Darlinghurst NSW 1300

**Fax:** 02 9261 8102

**Registrations close on Wednesday, 5 December 2018**

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**REGISTRATION FORM**

**TICKETS**

I would like to register \_\_\_\_\_ ticket/s.

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Total cost \$ \_\_\_\_\_

**CONTACT DETAILS**

Contact name: \_\_\_\_\_

Company: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

**ATTENDEE DETAILS**

Name	Email
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

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**PAYMENT DETAILS**

Cheque

Direct Deposit

Credit Card

*Mastercard & Visa only accepted*

**Please use Full Name or Member No. as reference when transferring payment**

Card number: \_\_\_\_\_

**BSB: 032 006**

Name of Cardholder: \_\_\_\_\_

**Account Number: 51 39 11**

Expiry date: \_\_\_\_ / \_\_\_\_

**Account Name: Institution of Surveyors NSW Inc**

Signature: \_\_\_\_\_

**Please return all Registration Forms to ISNSW via:**

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Please contact ISNSW if you have any questions on (02) 9264 2076.

This form will be a Tax Invoice on receipt of payment. ABN 14000 001 329