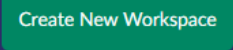


Create a new Workspace 建立一个新的工作区

Click  and the following details:

点击  并且提供以下详细信息:


- Select your Jurisdiction
选择您的管辖区域
- Role = Incoming Proprietor
角色 = 新进土地所有者
- Land Title(s) and Validate
土地所有权和验证
- Subscriber Workspace Reference
用户工作区参考编号
- Financial Settlement? = No
财务结算? = 否
- Request Land Title Data = Now
要求土地所有权信息 = 现在
- Workgroup
工作组

- Click  .
点击  .

Review Land Titles 审阅土地所有权

- Navigate to the Land Titles screen
浏览到土地所有权屏幕
- Review the land title details returned from the Land Registry.
检查土地注册处返回的土地所有权细节。

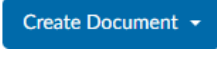
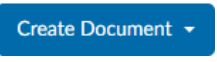
Create Executor/Administrator 建立遗产执行人/管理人

- On the Participants screen click Create Party
在参与者屏幕上, 点击建立参与者
- Select I Represent this Party
选择我代表这一方
- Complete details including Party Capacity
and click  .
将细节填写完成, 包括此方身份并点击



Note: If there is a mortgage registered on title, you will need to invite in them in as CT Controller.
注意: 如果在土地所有权上注册了抵押贷款, 您需要邀请产权证书的控制者。

Create Transmission 建立遗产转让文件

- Navigate to the Documents screen
浏览到文档屏幕
- Click  .
点击  .
- Complete Transmission Document
完成遗产转让文件

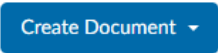
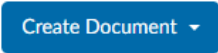
Note: Primary Deceased refers to the Proprietor who passed away most recently.

注意: 主要已故方是指最近过世的土地所有者。

- Click  .
点击  .

Create Nomination (if applicable)

建立提名文件(如适用)

- Navigate to the Documents screen
浏览到文档屏幕
- Click  >Nomination
点击  >提名文件
 - Where are you authorising this title to be used? = this PEXA Workspace
您在哪里授权使用这个土地所有权?
= 这个 PEXA 工作区
 - Is the title currently paper? Yes/No
这个土地所有权目前是纸质的吗?是/否
 - Do you wish to retain eCT control of the title after the transaction?
你希望在交易后保留土地所有权的电子产权证书的控制权吗?

- Select **Yes** if you wish to receive an electronic title
如果你希望收到电子产权证书, 请选择**是**
- Select **No** if you would like the option of requesting a paper title
如果您想要申请纸质产权证书, 请选择**否**

- Click  Nomination > View
点击  提名文件>查阅
- Click  Nomination > Sign
点击  提名文件>签署

Note: The Nomination will automatically be lodged once signed.

注意: 一旦签署了提名文件, 将自动提交登记。

Note: If there is a mortgage registered on title, the CT Controller will complete the Nomination.

注意: 如果在土地所有权上注册了抵押贷款, 产权证书的控制者将完成提名。


Edit Lodgement Instructions, Sign and Lodge all documents

编辑登记指令, 签署并登记所有文件



- Navigate to the Documents screen
浏览到文档屏幕
- Click  Lodgement Instructions > Edit
点击  登记指令>编辑



- Review and complete any outstanding details

and click 


查阅并完成任何未填写的细节并点击 



- Click   Transmission > View

点击   遗产转让文件>查阅

- Click   Transmission > Sign documents

点击   遗产转让文件>签署文件

- Click   Lodgement Instructions > Submit for Lodgement.

点击   登记指令>提交登记。

For more information visit:

[Community - Transmission Application](#)

欲知更多信息，请查询：

[Community - Transmission Application](#)