



inCase

Electronic TR1 Signing

Land
Registry



Developed to comply with the
guidance of the Land Registry.

HM Land Registry

Transfer of whole of registered title(s)

TR1

Any parts of the form that are not typed should be completed in black ink and in block capitals.

If you need more room than is provided for in a panel, and your software allows, you can expand any panel in the form. Alternatively use continuation sheet CS and attach it to this form.

For information on how HM Land Registry processes your personal information, see our [Personal Information Charter](#).

Leave blank if not yet registered.

Insert address including postcode (if any) or other description of the property, for example 'land adjoining 2 Acacia Avenue'.

Remember to date this deed with the day of completion, but not before it has been signed and witnessed.

Give full name(s) of all the persons transferring the property.

Complete as appropriate where the transferor is a company.

Give full name(s) of all the persons to be shown as registered proprietors.

Complete as appropriate where the transferee is a company. Also, for an overseas company, unless an arrangement with HM Land Registry exists, lodge either a certificate in Form 7 or Schedule 4 to the Land Registration Rules 2003 or a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.

Each transferee may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an electronic address.

Place 'X' in the appropriate box. State the currency unit if other than sterling. If none of the boxes apply, insert an appropriate memorandum in panel 11.

Place 'X' in any box that applies. Add any modifications.

Where the transferee is more than one person, place 'X' in the appropriate box.

1 Title number(s) of the property:

2 Property:

3 Date:

4 Transferor:

For UK incorporated companies/LLPs

Registered number of company or limited liability partnership including any prefix:

For overseas companies

(a) Territory of incorporation:

(b) Registered number in the United Kingdom including any prefix:

5 Transferee for entry in the register:

For UK incorporated companies/LLPs

Registered number of company or limited liability partnership including any prefix:

For overseas companies

(a) Territory of incorporation:

(b) Registered number in the United Kingdom including any prefix:

6 Transferee's intended address(es) for service for entry in the register:

7 The transferor transfers the property to the transferee

8 Consideration

☐ The transferor has received from the transferee for the property the following sum (in words and figures):

☐ The transfer is not for money or anything that has a monetary value

☐ Insert other receipt as appropriate:

9 The transferor transfers with

☐ full title guarantee

☐ limited title guarantee

10 Declaration of trust. The transferee is more than one person and

☐ they are to hold the property on trust for themselves as joint tenants

☐ they are to hold the property on trust for themselves as tenants in common in equal shares

Sign above here

Sign

Managing Land Registry Documents through the inCase Platform...

Land Registry Documents – you can now have your clients complete the digital signing of deeds through inCase.

When accessing TR1 documents, clients will be prompted to:

- Confirm presence of their witness
- Authenticate through a One-Time-Passcode sent by SMS
- Update their witness details
- Sign the completed document

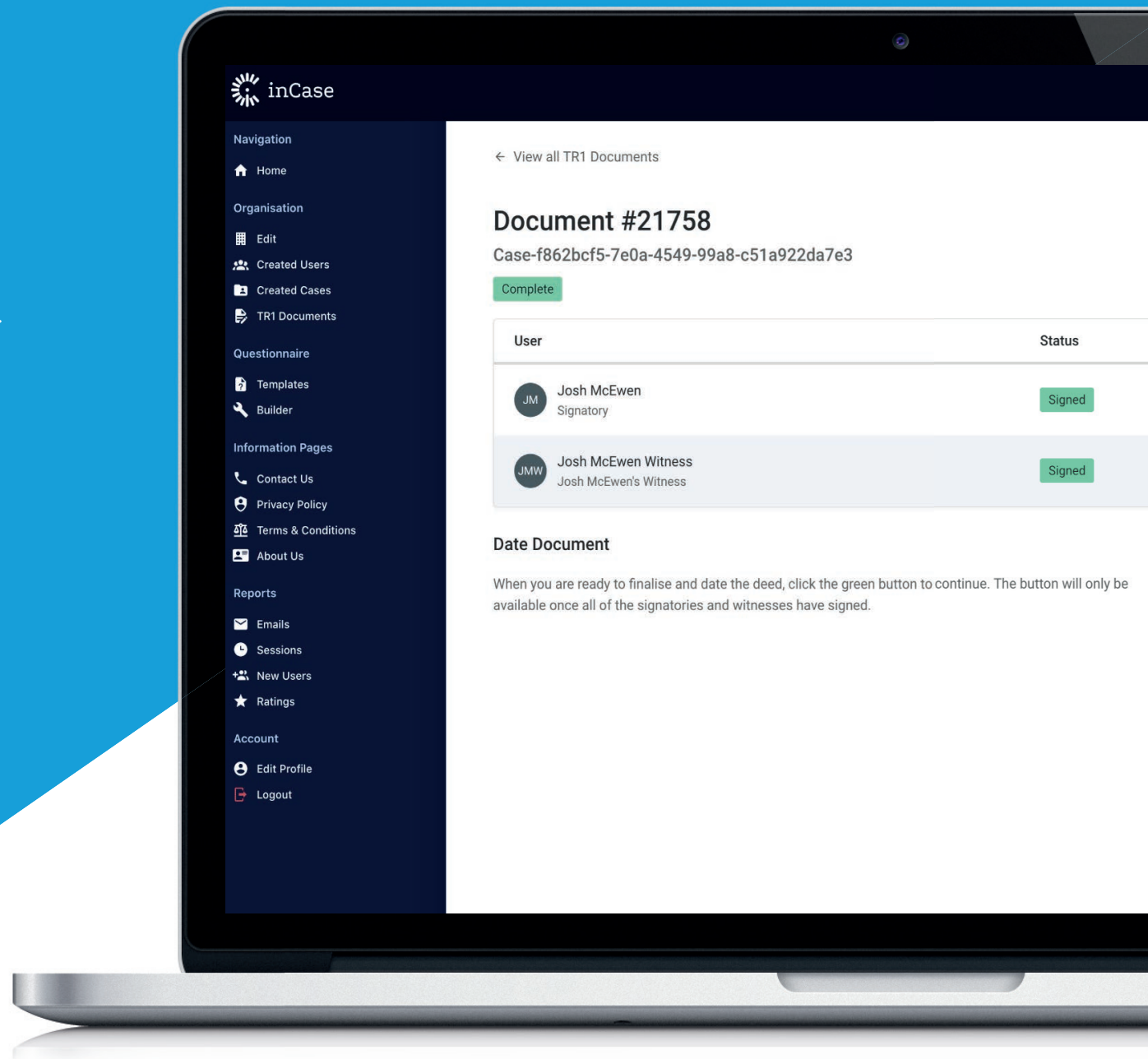
Witnesses are prompted to enter a secure online platform to confirm their details before signing as a witness.



Step 1 - Sending the transfer deed

The conveyancer controlling the signing process carries out the following actions...

- Uploads the final agreed copy of the deed to the platform. *(Including any plans)*
- Populates the platform with the contact details of the signatories and their specified witnesses.
- The platform allows the signatory to add the witness details if the conveyancer does not have them at this point.
- Highlight the fields that need completing within the deed and indicate by whom they are to be completed, setting out the order *(So the witness is after the signatory whose signing they are witnessing)*.



Step 2 - Email signatories

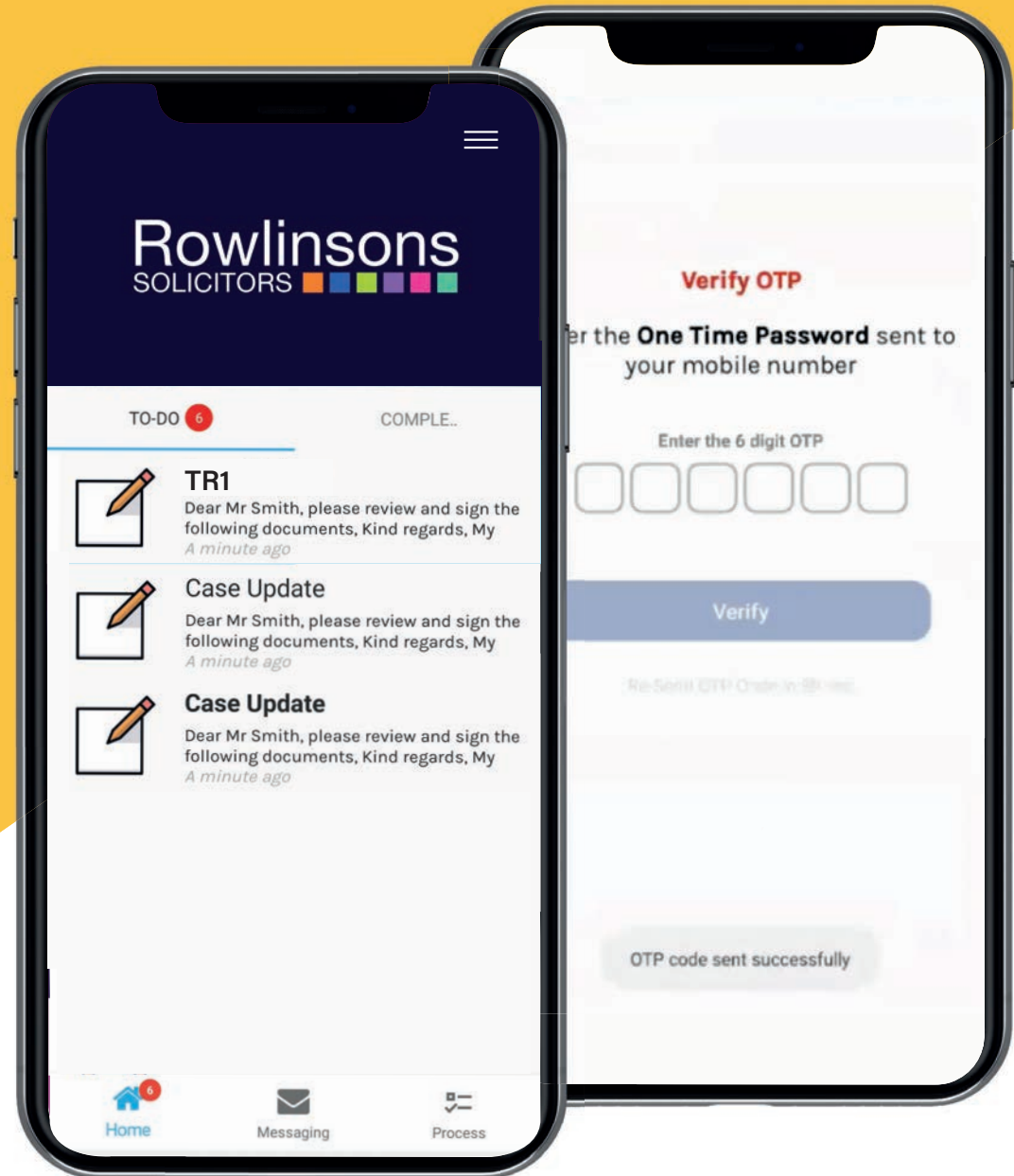
The platform **emails the signatories** to let them know the deed is ready to sign. We will also send an SMS to enhance deliverability rates.

Step 3 - Security

To access the deed on the platform via the email they have received, the signatories are required to **input a One-Time-Passcode sent to them by text message** by the platform.

Step 4 - Sign the deed

The signatories **enter the OTP and sign the deed** in the physical presence of the witness, with the date and time being automatically recorded within the platform's audit trail.



Step 5 – Witness signature

Having observed the signatory sign the deed, the witness will receive an email (and an SMS) from the platform inviting them **to sign and add their details** in the space provided in the attestation clause.

The witness inputs an OTP sent to them by SMS via the platform, signs and adds their address in the space provided, with the date and time being automatically recorded again.

Step 6 – Signing process completed

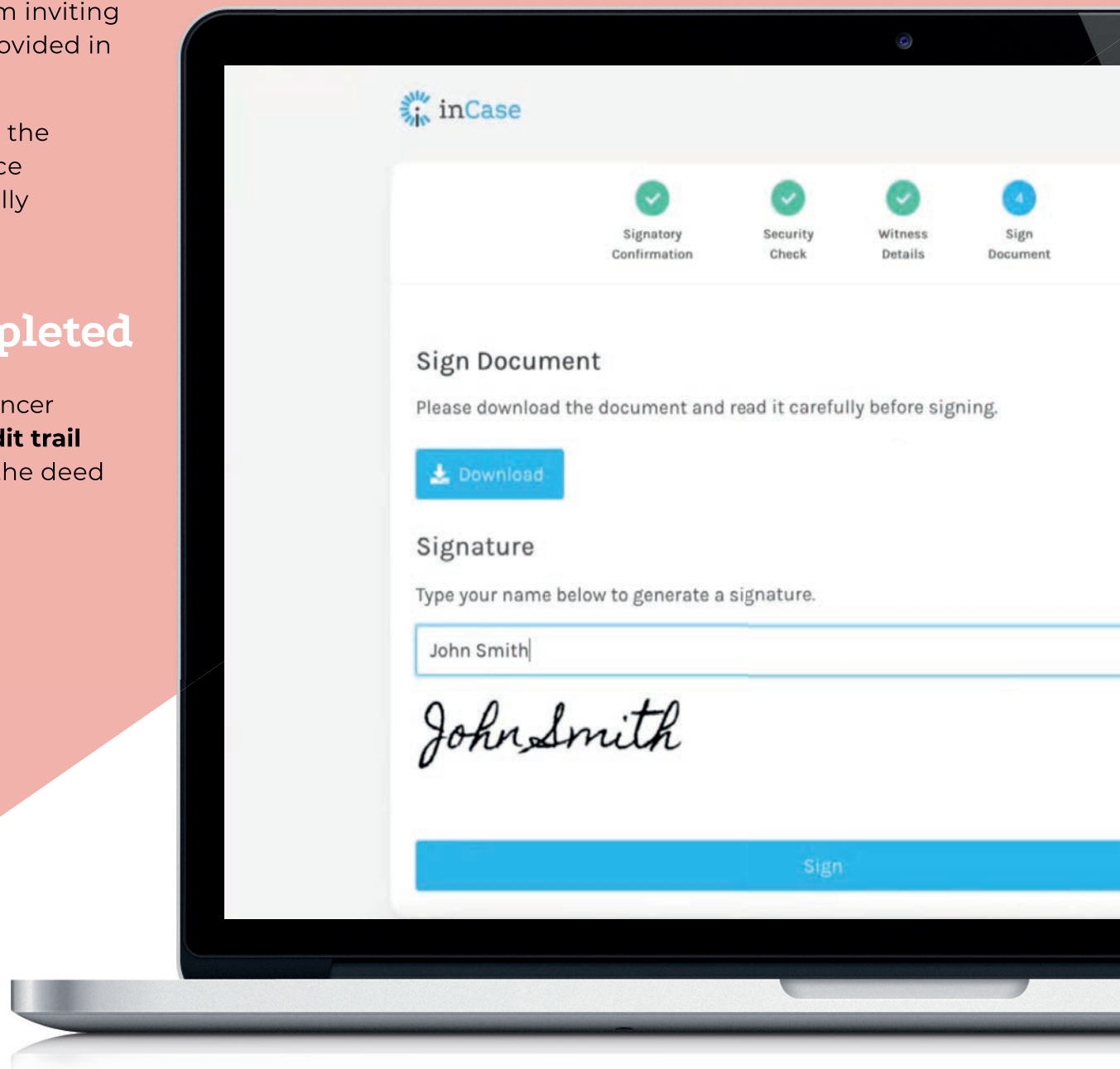
Once the signing process is completed, the conveyancer in control will receive an alert together with a **full audit trail** of all digital activity such as date, time and location the deed was signed.

Step 7 – The deed is dated

When the conveyancer is content to date the deed took effect, they can at the click of a button **insert a date on the digital copy** of the deed ready for sending to the Land Registry.

[Click here to view the Execution of deeds guidelines published by the Land Registry.](#)

Land
Registry



Arrange your
FREE NO OBLIGATION
demonstration now

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