

# Land Registry

## Application to remove the designation of a document as an exempt information document



**Use one form per document.**

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.

Land Registry is unable to give legal advice but our website [www.landregistry.gov.uk](http://www.landregistry.gov.uk) provides guidance on Land Registry applications. This includes public guides and practice guides (aimed at conveyancers) that can also be obtained from any Land Registry office.

See [www.landregistry.gov.uk/contact-us/offices](http://www.landregistry.gov.uk/contact-us/offices) if you are unsure which Land Registry office to send this application to.

Conveyancer is a term used in this form. It is defined in rule 217A, Land Registration Rules 2003 and includes persons authorised under the Legal Services Act 2007 to provide reserved legal services relating to land registration and includes solicitors and licensed conveyancers.

<b>LAND REGISTRY USE ONLY</b> Record of fees paid
Particulars of under/over payments
Reference number Fees debited £

Where there is more than one local authority serving an area, enter the one to which council tax and business rates are normally paid.

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

Some register entries refer to documents being filed under a different title number.

Currently no fee is payable to remove designation as an exempt information document.

Provide the full name(s) of the person(s) applying to remove the exempt designation. Where a conveyancer lodges the application, this must be the name(s) of the client(s), not the conveyancer.

1	Local authority serving the property:				
2	Title number(s) of the registered estate(s) to which the document relates:				
3	Property:				
4	Title number under which the document is filed:				
5	Application and fee <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <th style="width: 70%;">Application</th> <th style="width: 30%;">Fee paid (£)</th> </tr> <tr> <td>To remove designation as an exempt information document</td> <td></td> </tr> </table> Fee payment method cheque made payable to 'Land Registry' direct debit, under an agreement with Land Registry	Application	Fee paid (£)	To remove designation as an exempt information document	
Application	Fee paid (£)				
To remove designation as an exempt information document					
6	The applicant:				

If you are paying by direct debit, this will be the account charged.

This is the address to which we will normally send requisitions. However if you insert an email address, we will use this whenever possible.

Include date, parties and nature of document.

If you have made more than one EX1 application in respect of this document, give the date of the relevant application.

If a conveyancer is acting for the applicant, that conveyancer must sign. If no conveyancer is acting, the applicant (and if more than one person then each of them) must sign.

**WARNING**

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.

7	This application is sent to Land Registry by	
	<div style="border: 1px solid black; padding: 2px;">Key number (if applicable):</div> Name: Address or UK DX box number:  Email address: Reference:	
Phone no:		Fax no:
8	Provide details of the document that is the subject of your application:	
9	The applicant applied for the document referred to in panel 8 to be designated as an exempt information document and now applies for this designation to be removed.  Date of EX1 application:	
10	Signature of applicant or their conveyancer: .....	
	Date:	