

HM Land Registry

Application for upgrading of title

UT1

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.

HM Land Registry is unable to give legal advice, but you can find guidance on HM Land Registry applications (including our practice guides for conveyancers) at www.gov.uk/land-registry.

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.

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

HM LAND REGISTRY USE ONLY

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 or business rates are normally paid.

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

To find out more about our fees visit www.gov.uk/government/collections/fees-land-registry-guides

Place 'X' in the appropriate box.

The fee will be charged to the account specified in panel 7.

List the documents lodged with this form. If this application is accompanied by Form AP1 please only complete the corresponding panel on Form AP1 or Form DL (if used). We only need certified copies of deeds or documents you send to us with HM Land Registry application forms. Once we have made a copy of the documents you send to us, they will be destroyed, this applies to both originals and certified copies.

1	Local authority serving the property:						
2	Title number(s) of the property:						
3	Property:						
4	<table border="1" style="width: 100%;"> <tr> <td colspan="2" style="text-align: center;">Application and fee</td> </tr> <tr> <td style="width: 70%;">Application</td> <td style="width: 30%;">Fee paid (£)</td> </tr> <tr> <td>Upgrade of title</td> <td></td> </tr> </table> <p>Fee payment method</p> <p style="text-align: center;">cheque made payable to 'Land Registry'</p> <p style="text-align: center;">direct debit, under an agreement with Land Registry</p>	Application and fee		Application	Fee paid (£)	Upgrade of title	
Application and fee							
Application	Fee paid (£)						
Upgrade of title							
5	Documents lodged with this form:						

Provide the full name(s) of the person(s) applying for upgrading of title. Where a conveyancer lodges the application, this must be the name(s) of the client(s), not the conveyancer.

Complete as appropriate where the applicant is a company.

This panel must always be completed.

A key number is only available to professional customers, such as solicitors.

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.

We will only issue warning of cancellation letters to conveyancers if an email address is inserted.

Place 'X' in the appropriate box.

You must place 'X' in only one box in this panel.

List any supporting documents in panel 5 or on Form AP1 or DL (if used).

6	<p>The applicant :</p> <p><u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix:</p> <p><u>For overseas companies</u> (a) Territory of incorporation:</p> <p>(b) Registered number in the United Kingdom including any prefix:</p>		
7	<p>This application is sent to Land Registry by</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Key number (if applicable):</div> <p>Name: Address or UK DX box number:</p> <p>Email address: Reference:</p> <table border="1" style="width: 100%;"><tr><td style="width: 50%;">Phone no:</td><td style="width: 50%;">Fax no:</td></tr></table>	Phone no:	Fax no:
Phone no:	Fax no:		
8	<p>The applicant applies for the title to be upgraded to</p> <table style="width: 100%; text-align: center;"><tr><td style="width: 50%;">absolute</td><td style="width: 50%;">good leasehold</td></tr></table>	absolute	good leasehold
absolute	good leasehold		
9	<p>Entitlement to apply</p> <p>The applicant is</p> <p style="padding-left: 40px;">the registered proprietor</p> <p style="padding-left: 40px;">entitled to be registered as proprietor of the registered estate referred to in panel 2 and evidence of that entitlement is enclosed</p> <p style="padding-left: 40px;">the proprietor of the charge dated _____ in favour of _____ referred to in the charges register</p> <p style="padding-left: 40px;">interested in a registered estate which derives from the registered estate the subject of this application and we enclose evidence of that interest. The applicant's interest is as follows:</p>		

You must place 'X' in only one box in this panel.

Where you are applying to upgrade qualified or possessory leasehold title to good leasehold or absolute leasehold title (and your application is not based on a possessory leasehold title being registered for at least 12 years and the proprietor being in possession of the land), please use form CS to continue panel 10, indicating in that form that you are applying to convert possessory/qualified leasehold to good/absolute title (use the alternative appropriate to your application) and that documents of title to support the application are enclosed. You are reminded that if you are applying to upgrade a qualified or possessory leasehold title to absolute leasehold title, in addition to evidence of title that would remedy the reason why a qualified or possessory title was granted in the first place you should also send us evidence of title to any unregistered superior title and evidence of consent as set out in section B.

You should enclose any consents of chargees of reversionary titles and/or of superior lessor's landlord that you have. If you do not lodge these, we will place entries on the register to reflect this.

Please note that a possessory leasehold title can only be upgraded to good leasehold title on the basis of passage of time and possession. Applicants are permitted to use section (C) whether they are applying to upgrade a possessory leasehold title to good leasehold or absolute leasehold, but if an upgrade to absolute leasehold title is required, evidence of the unregistered superior title must also be lodged as set out in section (B) above.

Section 131 of the Land Registration Act 2002 sets out the circumstances in which land will be treated as being in the possession of the proprietor.

Only applicable if the applicant is not the registered proprietor.

Give full names and explain the applicant's relationship with the person(s) in possession, for example 'The applicant is the landlord under the lease dated..... referred to in the charges register of the above title and registered under title number.....and the person in possession is tenant under the lease and the registered proprietor of title number.....'.

You must be able to make this statement or the application will be cancelled.

10 Basis of application

- (A)** Freehold – application to convert possessory or qualified freehold to absolute title (not based on the land being registered for at least 12 years and the proprietor being in possession of the land)

Documents of title to support this application are enclosed

- (B)** Leasehold – application to convert good leasehold to absolute leasehold title

Documents of title to any unregistered superior title to support this application are enclosed, (including any required consents of chargees and/or superior landlord)

Any immediately superior title is registered with absolute title

- (C)** Freehold or leasehold – application to convert possessory to absolute title where 12 years has elapsed since registration

The requirement of possession under sections 62(4) and (5) of the Land Registration Act 2002 is satisfied as follows:

The applicant is in physical possession of the land in the above title

The registered proprietor is in physical possession of the land in the above title

The following person(s) is/are in possession of the land in the above title:

11 Confirmation of no adverse claims

I confirm that no claim adverse to the title of the property has been made by virtue of an estate, right or interest whose enforceability is preserved by virtue of the existing entry about the class of title.

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.

12

Signature of applicant
or their conveyancer: -----

Date:

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.

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