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**PROP.MAN.44 - Form AP1 Appl**

**Assignment of Lease**

The PROP.MAN.44 - Form AP1 is the form prescribed by the Land Registry to register an Assignment of Lease.

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The up to date version of it can be downloaded from the Land Registry's website by clicking on this link: <https://www.gov.uk/guidance/prop-man-44-form-ap1>

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The document can be downloaded from the Land Registry's website in your preferred format (PDF or Word). Simply enter the relevant details in the form and check the boxes where appropriate. The remainder of the form should not be altered as it is in the Land Registry's standard format.

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Land Registry Form AP1 should be submitted together with Form TR1, if the property is in England. If a Land Transaction Return is required to be submitted to HM Revenue & Customs (HMRC), or if the property is in Wales, the Welsh Revenue Authority (WRA) certificate (if a Land Transaction Tax return is to be submitted) should be submitted as soon as possible after the assignment. An assignment of a Registered Lease is not properly effective until it is registered at the Land Registry so this is an essential step.

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The Land Registry has various offices across the country. Please see: <https://www.gov.uk/guidance/hm-land-registry-offices>

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In panel 1, enter the name of local authority or the property's full postcode – this information will appear on the official copies of the lease's registered title.

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In panel 2, enter the title number of the lease's registered title. This information will appear on the official copies of the lease's registered title.

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In panel 3, check the first box if the lease is for the whole of the leasehold title (i.e. the freehold title). Check the second box if the lease is for a part of the leasehold title.

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In panel 4, enter "transfer of registered title" if the lease is being transferred. If a premium is paid for the assignment, enter this in the "Fees paid" column, enter the amount in the "Fees paid" column.

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<https://www.gov.uk/government/consultations/prop-man-44-form-ap1>

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In panel 5, list the documents you are submitting. This should include the original or a certified copy of Form TR1 (the date and place of issue should be noted here) and if the property is in England, the stamp duty certificate (if a Land Transaction Return is required to be submitted to HM Revenue & Customs (HMRC)), or if the property is in Wales, the Welsh Revenue Authority (WRA) certificate (if a Land Transaction Tax return is to be submitted to the WRA).

In panel 5, list the documents you are submitting. This should include the original or a certified copy of Form TR1 (the date and place of issue should be noted here) and if the property is in England, the stamp duty certificate (if a Land Transaction Return is required to be submitted to HM Revenue & Customs (HMRC)), or if the property is in Wales, the Welsh Revenue Authority (WRA) certificate (if a Land Transaction Tax return is to be submitted to the WRA).

It will probably also be necessary to submit a copy of the Lease Assignment. See the commentary on the Lease Assignment.

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In panel 6, enter the Assignee's name and company number.

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In panel 7, enter the name and address of the person who is submitting the application on behalf of the Assignor.

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Panel 8 can be left blank.

In panel 9, check the box that indicates the address for service should be taken from Form TR1.

Panel 10 can be left blank.

Panel 11 can be left blank unless there are overriding interests. This is a complex area.

Panel 12 is concerned with confirming the Land Registry is seeking to reduce fraud. Check the first box if the application is not made by a conveyancer.

Panel 13 can be left blank unless there are overriding interests.

In Panel 14, give details of the Assignee in section (1). In section (2) check the boxes if the Assignee is represented by a conveyancer. Guidance can be found in the margin of Form AP1.

In Panel 15, sign on the "signature" line.

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address for service should be

by "disclosable overriding  
advice if necessary.

quiring this confirmation the Land  
ns. Check the second box if the

their conveyancers (if any) in  
vidence of identification is  
resented by a conveyancer, the  
margin of Form AP1.