

The Transfers Report

Property Toolkit User Guide



The Transfers Report

The **Transfers Report** is a flexible, query driven reporting tool which details **records of property transfer and bond registrations for a specific street, suburb or area** based on your own search criteria.

Click on **Transfers Report**, enter the criteria to your requirements:

The screenshot displays the Lightstone Property Toolkit interface. On the left is a sidebar menu with the following items: Residential Property Toolkit (expanded), Property Report, Suburb Report, Transfers Report (highlighted with a red box), Owners in Complex Report, Owners in Street Report, Estate Report, SS Report, Town Report, Validation, Valuation Report, Additional Reports, Commercial Property Toolkit, and Market View. The main content area has a top navigation bar with links: HOME, MY HISTORY, MY AREA, MY SETTINGS, MY ACCOUNT, HELP, and a red button for PROPERTY NEWSLETTER. Below the navigation bar, the breadcrumb trail reads 'Home > Transfers Search'. There are two green buttons: SEARCH and CLEAR. The search form includes the following fields: Property Type (dropdown menu set to 'All'), Municipality (text input), Township / Township Group / Reg Division (text input), Extension No. (text input), Town (text input), Erf Range (text input), Portion Range (text input), Unit Range (text input), Suburb (text input with left and right arrow buttons), Street (text input), Sale Date From (yyyymmdd) (text input), Sale Date To (yyyymmdd) (text input), Reg Date From (yyyymmdd) (text input), Reg Date To (yyyymmdd) (text input), Price From (text input), Price To (text input), Erf/Unit Size From (text input), Erf/Unit Size To (text input), Buyer Name (text input), and Institution (text input). At the bottom of the form are two green buttons: SEARCH and CLEAR.

The Transfers Report

If you are searching for all transfers in a particular suburb, **choose your suburb** and then **click the blue arrow to add it to the search**, you can add a number of suburbs into the field.

Include a sales date range or a registration date range and click on “Search”.

Residential Property Toolkit

- Property Report
- Suburb Report
- Transfers Report**
- Owners in Complex Report
- Owners In Street Report
- Estate Report
- SS Report
- Town Report
- Validation
- Valuation Report
- Additional Reports
- Commercial Property Toolkit
- Market View

HOME MY HISTORY MY AREA MY SETTINGS MY ACCOUNT HELP PROPERTY NEWSLETTER

Home > Transfers Search

SEARCH CLEAR

Property Type: All Municipality:

Township / Township Group / Reg Division: Extension No:

Town:

Erf Range:

Portion Range:

Unit Range:

Suburb:

Street:

Sale Date From (yyyymmdd): Sale Date To (yyyymmdd):

Reg Date From (yyyymmdd): Reg Date To (yyyymmdd):

Price From: Price To:

Erf/Unit Size From: Erf/Unit Size To:

Buyer Name: Institution:

SEARCH CLEAR

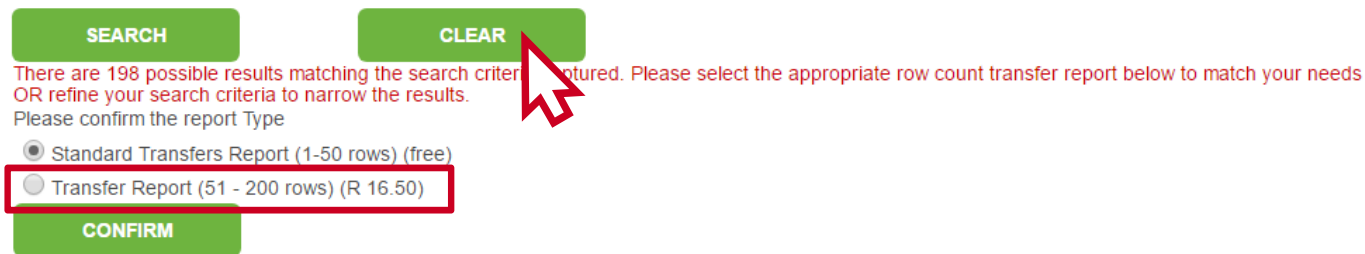
RANDPARK [City of Johannesburg]
RISIDALE [City of Johannesburg]
WELTEVREDEN PARK [City of Johanr

(a list will begin to populate in this block as you click the arrow to add suburbs to your search)

The Transfers Report

Once you have clicked on “**Search**”, the number of possible results will appear.

The standard transfers report allows **50 rows** as part of the bundle package. Should you need more rows select the **Transfer Report** option which will cost R16.50.



The screenshot shows a web interface with two green buttons at the top: "SEARCH" and "CLEAR". Below them, a message in red text states: "There are 198 possible results matching the search criteria captured. Please select the appropriate row count transfer report below to match your needs OR refine your search criteria to narrow the results. Please confirm the report Type". Below this message are two radio button options. The first option is "Standard Transfers Report (1-50 rows) (free)" and is selected. The second option is "Transfer Report (51 - 200 rows) (R 16.50)" and is highlighted with a red rectangular box. A red mouse cursor is pointing at the "CLEAR" button. At the bottom of the form is a green "CONFIRM" button.

If the number of rows returned is too high, click on “**Clear**” to restart and narrow down your search.



**Note: Users with standard access may return a maximum of 50 rows per search.
Users with Advanced Transfers access may return a maximum of 500 rows per search.**

The Transfers Report

To export the results to an Excel spreadsheet, click on **“Excel Export”** at the top.
(The Excel format will allow you to edit and organise the data according to your desired assortment.)

To export the results to PDF, click on **“Report”**.
A new window will open and then you can click on the **“PDF Export”**.

NEW SEARCH

REPORT

EXCEL EXPORT

Transfers Report

	Title Deed No	Township	Erf	Portion	Suburb	Street	Street Number	Sales Date	Registration Date	Sales Price	Possible Land Only	Buyer
VIEW	T49071/2014	RANDPARK EXT 5	436	12		RANDPARK STABLEFORD ROAD	23	20140216	20140701	R 1 480 000	N	SCOTT V
VIEW	T42716/2014	RANDPARK EXT 5	435	31		RANDPARK FLEUR PLACE	114	20140214	20140610	R 945 000	N	HOPLEY
VIEW	T36803/2014	RANDPARK EXT 4	237	0		RANDPARK REPUBLIC ROAD	208	20140218	20140523	R 1 300 000	N	PEAT BR
VIEW	T34552/2014	RANDPARK EXT 5	375	0		RANDPARK LAMBERT AVENUE	37	20140210	20140516	R 770 000	Y	NGAZAN
VIEW	T32167/2014	RANDPARK EXT 4	268	0		RANDPARK LAMBERT AVENUE	10	20140120	20140509	R 1 760 000	N	PRINSLC
VIEW	T31324/2014	RANDPARK EXT 5	435	3		RANDPARK RIVERSIDE CLOSE	3	20140121	20140506	R 1 450 000	N	WALT DA
VIEW	T26990/2014	RANDPARK EXT 5	368	0		RANDPARK LAMBERT AVENUE	28	20140119	20140414	R 1 900 000	N	O'CONN
VIEW	T26838/2014	RANDPARK EXT 5	436	10		RANDPARK STABLEFORD ROAD	27	20140131	20140414	R 1 200 000	N	THOMAS
VIEW	T18969/2014	RANDPARK EXT 5	377	0		RANDPARK LAMBERT AVENUE	33	20140120	20140317	R 1 050 000	N	MEEDINC

Multiple properties on the same title deed

DELETE SELECTED



You can scroll right or left
using the navigation arrows
at the bottom of the table.