Retirement villages register

Under section 12 of the *Retirement Villages Act 2016 (SA)* (the Act), the Registrar must maintain a register of all retirement villages in South Australia. Retirement village operators are required to provide information for the register. A copy of the register is kept by the Office for the Ageing (OFTA) and can be viewed on request.

Information required for the register

The Act specifies what information must be contained in the register. Under section 12(1)(a) for each retirement village the register must contain:

- the name and business address of the operator
- the name and address of the village
- the references for the certificates of title of the land used for the village
- the name, address and contact details of the owner of the land
- the name, address and contact details of the village manager
- the name, address and contact details of any senior manager
- any other information the Registrar considers appropriate.

Under section 13 you must provide these details to the Registrar within 28 days of the first person entering into occupation of their residence. There are penalties and expiation fees for not complying with these requirements.

Registering a village

You must use the correct registration form to register a new village. You can request this from OFTA. The form must be accompanied by a fee, which is determined by the number of residences in the retirement village. The fee amounts are contained in the *Retirement Villages (Fees) Regulations 2017*.

Under section 56 of the Act you cannot enter into a residence contract until the land is endorsed for use as a retirement village on the Certificate of Title. Registration and endorsement means that the land must continue to be used as a retirement village until the retirement village scheme is terminated in accordance with section 58 or section 59 of the Act.

Changes to register details

If any of the details on the register change you must notify the Registrar within 28 days of the change (section 13(2)). Changes to registration details can be made through OFTA. An online form is available for you to use or you can print out a hard copy form. You can find links to the forms at: [www.sa.gov.au/seniors/retirementvillages](http://www.sa.gov.au/seniors/retirementvillages).

Disclaimer: In developing this information sheet, every effort has been made to ensure that the information reflects the intent of the legislation and/or represents examples of best known practice. The information contained in these resources does not constitute legal advice. The Office for the Ageing recommends that you seek your own legal advice should you require interpretation of the legislation.

For more information

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