Registers Direct Sasine Register Manual



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Introduction

This booklet has been designed to assist you when interrogating the Sasine Register part of Registers Direct.

It contains step by step instructions on all of the most common Sasine Register search functions. Simply look up the type of search you want to do in the Table of Contents and go to the appropriate page.

The booklet will also give you advice on the best search methods and techniques so you will get the most out of Registers Direct.

When using Registers Direct there are a few simple rules you should follow to help you to utilise the system to its full potential:

- 1. Pressing the F11 key on your keyboard allows you to work on full screen (F11 again to return to normal screen).
- Use the GO BACK/RETURN TO RESULTS buttons on Registers Direct to move back to a previous screen and not the Back button on your Internet browser. Using the Back or Refresh buttons on your browser may result in the loss of search results and/or a further charge being incurred.
- 3. Labels with a Red Asterix indicate mandatory fields: you must enter text in these fields in order to search Registers Direct.
- 4. Hover the mouse-pointer over a "field name" to bring up context sensitive help to assist you when filling in the various fields.
- 5. You can only select a single county to search.
- 6. The exact match method Registers Direct uses to search its database means that a name or address search will return only exact matches to the search criteria, e.g. a Forename must be the person's 1st Forename. There is a trailing wild-card so shorten the criteria if you are unsure.
- 7. The £Search button indicates that a fee will be charged for the service, this excludes Nil Results which are non-chargeable.
- 8. It is strongly recommended that you enter a User Reference where there is the option to do so. This will be printed on the invoice and will enable any charges to be allocated appropriately by your Cashroom.

Before you start any searches, however, it is recommended that you read pages 2 to 14 to help you understand the basic parts of the Sasine Register.

The Sasine Register and the Land Register in operational counties.

When a county becomes "operational" the Land Register gradually "takes over" from the Sasine Register, however, records of transactions prior to the county becoming operational are still retained in the Sasine Register.

The migration trigger from Sasine to Land Register is, normally, a sale for a monetary consideration. This trigger may be modified by the Keeper from time to time.

The Sasine Register continues to provide a record of all historical transactions recorded prior to the county becoming operational.

Note 1: Some properties may not be sold for decades, therefore the Sasine Register will remain active, recording e.g. Discharges/ new mortgages etc, for some properties for some time to come.

The Presentment Book

The Presentment Book acts as a receipt book for deeds submitted for recording and establishes the order of precedence of the deeds. Search Sheet Pencil Notes alert users to any Presented Deed within a few days of receipt by the Keeper.

You will rarely use the Search for the Presentment Book (Pending Applications) menu choice in Registers Direct.

The Minute Book

The Minute Book contains copies of all recorded minutes (Minutes are short precis of the deeds). Minutes are allocated the status "recorded" when the deed has successfully completed the recording process. When a minute is recorded it is given a yearly running number, it is shown on the Minute book and Search Sheet and no longer appears on the Presentment book. The Minute Book can only be searched electronically on Registers Direct from 1993 onwards. Searching prior to that date requires a physical search of the Minute Book Volumes held in the Scottish Record Office in Edinburgh. Unless you know the date the deed(s) were recorded, and it was after 1993 then you will rarely use the Search the Minute Book (Recorded Minutes) Menu choice. You would pay an additional fee to view a Search Sheet from the Minute Book.

The Search Sheet

The Search Sheet provides a history of the transactions affecting individual properties. A property is allocated its own numbered Search Sheet when the first transaction involving that property is recorded. It contains all the recorded Minutes (precis of deeds) in chronological order so it can provide a history of a property, e.g. its owners, mortgages, etc.

The Search Sheet is divided into 2 parts - the first and second series. The Second Series runs from 1905 to the present day. The First Series (Pre-1905) is not available on Registers Direct and subsequently any First Series searches will need to be carried out by our Customer Services Centre staff. Pre-1905 search requests should be emailed to <u>customer.services@ros.gov.uk</u>.

Since 1905, the biggest change to the Search Sheet has been the recent computerisation of the Second Series. From 1993 the Computerised Search Sheet (CSS) was gradually introduced. It was installed in all counties by March 1997. After the introduction of the CSS for a county no further entries were put on to the paper Search Sheet. All Pre-1993 paper Search Sheets were imaged and are available for viewing through Registers Direct.

It is therefore important to remember that to view the whole history of a Search Sheet, you must, where appropriate, view the computer images of the paper Search Sheets (pre 1996) and its continuation on the electronic(post 1996) Search Sheet. This access is supplied for a single fee.

In the vast majority of Sasine searches on Registers Direct you should initially use the Search Sheet Search 1993 on menu choices, occasionally you may need to access the Pre-1993 indices.

How do I find out current ownership details in the Sasine Register?

The reason for the following scenarios is to show you how to establish ownership details from the different types of results you will encounter when searching the Sasine Register.

It is not the intention at this stage to show you how to search the Sasine Register, this will be done from page 13 onwards.

The transfer of ownership in the vast majority of house purchases is completed using a Disposition or a Feu Disposition (see Appendix B for common deed types).

When looking for the current owner in the Sasine Register you are looking for the most recent Disposition or Feu Disposition (last sale).

Scenario 1

• Your search reveals the following result:

Subjects 6 Burnside Park Balerno - Search Sheet 182882

Always scroll to the bottom of the screen and work your way back from the most recent entry.

In this example the last entry is a Note TO MID51996

This signifies that the owners shown in the last Disposition Andrew James Telfer and Mary Telfer have sold the property and the new owners are now on the Land Register under Title Number MID51996



Key Search Sheet Minute Details

A Search Sheet minute is an extract taken from the Deed being registered.

20410 (No.232) <u>15 May.1997</u> DISP. By JAMES BAIRD AIRD and CLAIRE FRANCES AIRD, spouses, formerly 71Tryst Park, Edinburgh, now 6 Burnside Park, Balerno-TO <u>ANDREW JAMES</u> <u>TELFER and MARY TELFER, spouses, 15 Viewforth, Edinburgh</u>, equally and survivor, of 0.06 hectare, with house 6 BURNSIDE PARK, BALERNO &c. thereon, referred to in Feu Disp. To John Hawthorne Millar and another, recorded 14 Jun. 1985. Dated 17 Apr. 1997 <u>£149,149</u>.

20410 is the Yearly Running number

(No 232) 15 May 1997 tells you that this is the 232nd deed recorded on the 15 May.

Fi 1220.14 Fiche and Frame (or the Book and Folio number) is required if you want to order a paper copy of the deed.

Disp (Disposition) is the type of deed being Registered and transfers ownership from James Baird Aird and Claire Frances Aird (the sellers) to Andrew Jame Telfer and Mary Telfer (the purchasers).

£149,149 is the price paid for the property

Scenario 2

Your search by Address 1993-On reveals the following result:

Subjects Southmost house on the first floor 15 Viewforth Edinburgh

Always scroll to the bottom of the screen and work your way back from the most recent entry.

Search Sheet 21143

The current owner is John Joseph O'Donnell who paid £80,000 for the property and he has a Standard Security (mortgage deed) with the Halifax Building Society.

Sasine	Register:	View Electronic Searcl	n Sheet Number 2	21143	
Search Si	ummary				
User ID: Date Time Search Cr	: iteria:	airdouO 22/12/2011 15:26:41 COUNTY=Midlothian; NUMBER=21	User Reference: Search No.: 143	DA/1234 2011-04039157	
Subjects	Df Search			Help[?]	
Number	Description			From	
1	southmost hous	se on first floor ?q15?nVIEWFORTH? bas Jamieson, recorded 15 May 1890	z, EDINBURGH, referred to	FROM II Series <u>SS 21143</u> Vol.111 Folio.796	
20211 (No.33) 15 May.1997 Fi 1211.38 DISP. by ANDREW JAMES TELFER, formerly 14 Glengyle Terrace, now 15 Viewforth, Edinburgh, with a consent - TO JOHN JOSEPH O'DONNELL, 2/3 Gilmour's Entry, Edinburgh, - of southmost house on first floor 15 VIEWFORTH FEDINEUEGH referred to in Dism to Thomas Jamisson recorded 15					
May 1896. Dated 7 May 1997. - £80,000.					
STANDARD SECURITY by JOHN JOSEPH O'DONNELL, 2/3 Gilmours Entry, Edinburgh - TO HALIFAX BUILDING SOCIETY, - over the subjects in the immediately preceding Minute Dated 8 May 1997.					

Scenario 3

Your search reveals the following result:

Subjects 6 Hazelbank Terrace Edinburgh

Always scroll to the bottom of the screen and work your way back from the most recent entry.

Search Sheet 79681

There has been no sale recorded on the electronic register. To find the most recent sale you will need to look in the Pre-1993 records.

Click on the **View Image Search Sheet** button – to open up the Pre-1993 part of the Search Sheet.

Search Si	ummary			
User ID: Date Time Search Cr	: iteria:	airdou0 22/12/2011 16:13:11 COUNTY=Midlothian; NUM	User Reference: Search No.: BER=79681	2011-04040021
Subjects	Of Search			Help[?]
Number	Description			From
1	first floor and at in Disp. to The B	tic house ?q <u>6?nHAZELBANK</u> radford Third Equitable Ben	TERRACE?z, EDINBURGH, referred efit Society, recorded 13 Mar. 194	d to FROM II Series SS 15. 79681 Vol.365 Folio.587
08173 (N	o.235) 21 Feb	.2000	Fi	418.26
JISCH. B JAMES BA Edinburg BUILDING - 6 HAZE	y HALIFAX PLC RRIE WALKER a h; which Stan SOCIETY. Dat LBANK TERRACE	, - of Standard Securi nd ALISON LINDSAY WALK dard Security was last ed 15 Feb. 2000. , SHAFTESBURY PARK, ED	ty (recorded 8 Nov. 1983) ER, spouses, 6 Hazelbank T vested in LEEDS PERMANENT INBURGH.	by errace,
08174 (N DISCH. b JAMES BA Edinburg BUILDING - 6 HAZE	0.236) 21 Feb y HALIFAX PLC RRIE WALKER a h; which Stan SOCIETY. Dat LBANK TERRACE	.2000 , - of Standard Securi nd ALISON LINDSAY WALK dard Security was last ed 15 Feb. 2000. , EDINBURGH.	Fi ty (recorded 4 Mar. 1993) ER, spouses, 6 Hazelbank T vested in LEEDS PERMANENT	418.27 by errace,
* 08176 STANDARD LINDSAY LEICESTE EDINBURG Society,	(No.238) 21 F SECURITY for WALKER, spous R PLC, - over H, referred t recorded 13	eb.2000 £110,000 &c., by JAME es, 6 Hazelbank Terrac first floor and atti o in Disp. to The Brad Mar. 1945. Dated 17 Fe	Fi S BARRIE WALKER and ALISON e, Edinburgh - TO ALLIANCE c house 6 HAZELBANK TERRAC ford Third Equitable Benef b. 2000.	. 418.30 I : AND :E, :it
	Search Sheet Number:		ŝ	View Search Sheet
		Pencil Notes	View Image Search Sheet	Return to Results

The first page of the image Search Sheet opens by default

Find the most recent sale

Note: There may be more than one page to the Search Sheet. If so go to the last page and work your way back until you find the most recent sale (see Volume pages).

The most recent Disp, which is on the first page of a 2 page Search Sheet show the current owners as James Barrie Walker and Alison Lindsay Walker. The deed was recorded the 8 Jul 1983 and they paid £27,000 for the property.

Following entries on the Search Sheet show:

- They borrowed from the Leeds Permanent Building Society (Standard Security)
- A Deed of Variation has been granted to alter the provisions in the Standard Security, e.g. a change to the amount of the loan, or in the number of persons liable to repay (this can be ignored in this instance).

To quickly move to the last Page of the Image Search Sheet click on the **drop down arrow**, and then click on the **Last page** - to open the last Search Sheet page.

aut.	Hazelbank Terrace, now Sherrin, or Digger Andy Edinburgh - TO William Fraser Morrison, Radio Ser- vice Engineer, 5 Polwarth Gardens, Edinburgh, and his wife Margaret Reid Walker Waddell Milton Mo- Kenzie or Morrison, jointly and survivor, - of the following subjects last vested in Bradford Third Equitable Benefit Building Society from whom said Granter acquired right by Instrument of Union and Notice of Union as therein mentioned viz., the Soft. Dated Jul. 24 and Quag. 13, 1946 [Proce [950]
$\frac{26872}{\text{$\frac{1}{27},1000}} (No.211) \$ Ju}$	1.1983 T REID WALKER WADDELL MILTON MCKENZIE or MORRISON. Dardens, now 6 Hazelbank Terrace, Edinburgh – TO JAMES BARRIE N LINDSAY WALKER, spouses, 60 Hazelbank Terrace, Edinburgh, equally a. St. 572 S. Doctord 21 June 1983
am 4 463/5 (Nn.172)8 N STANDARD SECUR ALISON LINDSAY W LEEDS PERMANÉN	17,360.47. [0v. 1983] [ITY for £21,000 and further sums, by JAMES BARRIE WALKER and VALKER, spouses, formerly 60 now 6 Hazelbank Terrace, Edinburgh - TO T BUILDING SOCIETY, - over the 5.45. Vised 31 Oct 1483
60236 (No.95) 30 J DEED OF VARIATI Hazeibank Terrace, Ed Granters to LEBDS PE EDINBURGH &c.] sh 1985.	Dec. 1983 Down by JAMES BARRIE WALKER and ALISON LINDSAY WALKER, 6 linburgh — AGREEING that Standard Sccurity (recorded 8 Nov. 1983) by said RMANENT BUILDING SOCIE TY [Aver house 6 HAZELBANK TERRACE, all with effect from 20 Dec. 1985 be variables to the interest rate. Dated 20 Dec.
	St Sey/-
Volume Pages: Da	te: 12/1969 , Volume ID: -365 , Page No: 586 🔽 Next ← ● te: 12/1969 , Volume ID: -365 , Page No: 586 te: 12/1969 , Volume ID: -365 , Page No: 587

The current owners (Walker) then borrowed from the Leeds Permanent Building Society. The deed was recorded on the 4 Mar 1993.

Click on the **View Electronic Search Sheet** button to move to the electronic continuation of the Search Sheet.

<u>365-587</u>	
Search Sheet, County of Edinburgh.	
Fi 572 109366 (No.331) <u>4 Mar. 1993</u> STANDARD SECURITY for £2398 &c., by JAMES BARRIE WALKER and ALISON LINDS WALKER, spouses, formerly 60 Hazelbank Terrace, new 6 Hazelbank Terrace, Edinburgh — UEDS PERMANENT BUILDING SOCIETY, — over first floor and attic house 6 HAZELBA TERRACE, EDINBURGH &c., referred to in Disp. to The Bradford Third Equitable Benefit Build Society, recorded 13 Mar. 1945. Dated 30 Jan. 1993.	8.3J AY TO NK ling
	1. State 1.
	-
Volume Pages: Previous Date: 12/1969 , Volume ID: -365 , Page No: 587 💌]
Search Sheet Number: £ View Search Sheet	
View Electronic Council Object	Convel Agein
View Electronic Search Sheet	Search Again

The current owners (Walker) then Discharged both Leeds Permanent Building Society Standard Securities and took out a new Standard Security (loan) with the Alliance and Leicester PLC. The deed was recorded 21 Feb 2000.

The Search Sheet now shows that the current owners are James Barrie Walker and Alison Lindsay Walker and they have one Standard Security with the Alliance and Leicester plc.

Search Si	ummary			
User ID: Date Time Search Cr	: iteria:	airdouO 22/12/2011 16:13:11 COUNTY=Midlothian; NUMB	User Reference: Search No.: DER=79681	2011-04040021
Subjects	Of Search			Help[?]
Number	Description			From
1	first floor and at in Disp. to The B	tic house ?q <u>6?nHAZELBANK 1</u> .radford Third Equitable Bene	FERRACE?z, EDINBURGH, referred to fit Society, recorded 13 Mar. 1945.	FROM II Series SS 79681 Vol.365 Folio.587
08173 (N	o 235) 21 Feb	2000	Fi 41	8 26
DISCH. b JAMES BA Edinburg BUILDING - 6 HAZE	y HALIFAX PLC RRIE WALKER a h; which Stan SOCIETY. Dat LBANK TERRACE	, - of Standard Securit nd ALISON LINDSAY WALKE dard Security was last ed 15 Feb. 2000. , SHAFTESBURY PARK, EDI	y (recorded 8 Nov. 1983) by R, spouses, 6 Hazelbank Terr vested in LEEDS PERMANENT NBURGH.	ace,
08174 (N <u>DISCH.</u> b JAMES BA Edinburg BUILDING - 6 HAZE	0.236) 21 Feb y HALIFAX PLC RRIE WALKER a h; which Stan SOCIETY. Dat LBANK TERRACE	.2000 , - of Standard Securit nd ALISON LINDSAY WALKE dard Security was last ed 15 Feb. 2000. , EDINBURGH.	Fi 41 y (recorded 4 Mar. 1993) by R, spouses, 6 Hazelbank Terr vested in LEEDS PERMANENT	3.27 ace,
* 08176 <u>STANDARD</u> LINDSAY LEICESTE EDINBURG Society,	(No.238) <u>21 F SECURITY</u> for WALKER, spous R PLC, - over H, referred t recorded 13	eb.2000 £110,000 &c., by JAMES es, 6 Hazelbank Terrace first floor and attic o in Disp. to The Bradf Mar. 1945. Dated 17 Fek	Fi 41 5 BARRIE WALKER and ALISON 2, Edinburgh - TO ALLIANCE AN 2 house 6 HAZELBANK TERRACE, Ford Third Equitable Benefit 0. 2000.	8.30 D
	Search Sheet Number:		٤ Vie	w Search Sheet
		Pencil Notes	View Image Search Sheet	Return to Results

Scenario 4

Your search reveals the following result:

Subjects 27 Westgarth Avenue Edinburgh - Search Sheet 61321

There is no electronic entry on this Search sheet so the system displays the oldest image Search Sheet by default.

Click on the **drop down arrow**, and then select the last page to open the last Search Sheet Image page.

61321 Search Sheet, County of Coinburgh. Hrom B. A. 6096A 14. 19. € 6=6/-Piece of ground, bounded on the south-west by and extending 47 Feet along WESTGARTH, AVENUE, COLINTON, EDINBURGH, with House &c.-27 Westgarth Avenue thereon, forming part of $\frac{1}{1000}$ Acre of ground, described in Feu Ch, to said Trustees for Donaldson & Low, recorded 13th Jan. 1932. 290 Disp. by GEORGE DONALDSON and ARCHIBALD LOW, Builders and Joiners, 108A Causewayside, Edin-burgh, as Trustees for their Firm of DONALDSON & LOW, Builders and Joiners there, with consent of said Firm, and of <u>Adam Ballantyne</u>, Plumber, 167 Rose Street, Edinburgh-To the Leeds Permanent Building <u>Society</u>-of the h. of the Leeds Permanent Building (From A.A. 60964) [Trice 7928] May 14 1931 Oct. 17. 38. DISP. by THE LEEDS PERMANENT BUILDING SOCIETY, POT-193H. manent House, The Headrow, Leeds - TO Adam Bellantyne, Plumber, 167 Rose Street, Edinburgh .- of the d. of d. Dated Oct. 9, 1934. [Repaymenti of advance of \$450]. Sept. 24. 13. DISP. by ADAM BALLANTYNE, Plumber, 167 Rose Street, 1935 Edinburgh, residing at 27 Westgarth Avenue, Colinton, Edinburgh - TO Evelyn Marion Watson Ballantyne, 27 Westgarth Avenue atoresaid, - of the S. of S. Daki Jul. 30, 19.571.21. DISP, by MARY JANE BREBNER EWART. Lorimer House Nursing Home, 491 Lanark Road. Juniper Green, Edinburgh – TO ARCHIBALD DONALD MACLEAN and PATRICIA AGNES MACLEAN, spouses, 101 Woodfield Avenue, Edinburgh, equally and survivor. – & Ade 275017 -, which subjects were last vested in JOHN EWART, sometime 106 Polwarth Gardens, latterly 27 Westgarth Avenue, Edinburgh, from whom said Granter acquired right by Confirmation and Docket endorsed on Certificate thereof. Dated 22 Jul. 1987. 36560 (No.129) 31 Jul 1987 19.571.23. STANDARD SECURITY by ARCHIBALD DONALD MACLEAN and PATRICIA AGNES MACLEAN, spouses, 101 Woodfield Avenue, Edinburgh - TO LLOYDS BANK P L C. - over the Dated 27 Jul. 1987. 491 - 8. g.s. ----27.191 (No. 173) 1 Jun. 1988 NOTICE OF PAYMENT OF REPAIRS GRANT of £723 by CITY OF EDINBURGH DISTRICT COUNCIL to ARCHIBALD DONALD MACLEAN, 27 Westgarth Avenue, Edinburgh, in respect of bungalow 27 WESTGARTH AVENUE, EDINBURGH, containing conditions to be observed for 5 years from 15 Mar. 1988. Dated 5 Apr. 1988. Disch 1-Volume Pages: Date: 12/1969 , Volume ID: -296 , Page No: 2(2 🔽 📌 🛛 Date: 12/1969 , Volume ID: -296 , Page No: 282 (Date: 12/1969 , Volume ID: -296 , Page No: 283 Sheet Number:

The most recent Disp, which is on the last page of a 2 page Search Sheet show the current owners as Heather Anne Harriet Brechin recorded 29 Jul 1994. She paid £185000 for the property.

61301	
46161 (No.6) 20 Aug. 1991 FI 2646.34	
DISCH. by LLOYDS BANK P L C, of Standard Security (recorded 31 Jul 1987) by ARCHIBALD	
DONALD MACLEAN and PATRICIA AGNES MACLEAN, spouses, formerly 101 Woodfield Avenue,	
NOW 27 Westgarth Avenue, Editoda, Evenue, Bound, with nouse &c. 27 WestGARTH AVENUE,	
FI 3014.39	
52210 (n0.54) 25 92. Solution of the second	
formerly 101 Woodfield Avenue, now 27 Westgarth Avenue, Edinburgh — TO Dr. JAMES CAMPBELL	
WALKER and SHEENA ISOBEL McCALLUM or WALKER, spouses, 5 Midmar Gardens, Edinburgh,	
equally and survivor, — of ground, with nouse &c. 27 WESTGARTH AVENUE, COLINION,	
EDINBURGH, described in Disp. to Leeds Fermanent Building Society, recorded 17 May 1922. Date	
29 101 1991.	
33943 (No.88) 29 Jul. 1994 Fi 1929.7	
DISP, by JAWES CAME ALLER AND ALLER AND STREET AND THE AUGUST AND ALLER AND ALLER ADDIST	
BRECHIN, The Garth, 3 Castlelaw Road, Colinton, Edinburgh, - of ground, with house 27	, 11
WESTGARTH AVENUE, COLINTON, EDINBURGH thereon, referred to in Disp. to Leeds Permanent	
Building Society, recorded 17 May 1932. Dated 9 Jul. 1994.	
	Contraction (A)
Volume Pages: Previous Date: 12/1969, Volume ID: -296, Page No: 283 💌	
Shoot Number	
2 View Search Sheet	

The Registers Direct Home Page

This is the screen you will see when you first login to Registers Direct

Check the eservices Portal General notices when you first login. Important notices are posted here for users of our eservices

Click on the **Registers Direct** link – to move to the Registers Direct Main Menu

Home About Us Help	You are l	ogged in to Registers of Scotland	d Online Ser	vices as airdou0 Log out
REGISTERS OF SCOTLANI Executive Agency Information about Scotland's lan	d & property			
Registers of Sco	tland Online	Services		
Access Online Services	Welcome to I	Registered Users	Terms	and Conditions of Use
ARTL	Login Status: Previous Login:	You are logged in as airdo 15 August 2011 12:19:28	000)	Log out Change Password
Registers Direct	Notices for Re	gistered Users		
	<u>eServices Port</u>	al General Notices 🗲 🗕	•	
	Sasine Registe Many of you will issues with RD n identify and rec work will take pl feed the results	r Performance Issues be aware that we have bee elating to Sasines. Extensive tify the problem. Over the w ace that will involve testing back as soon as possible.	en experier e investiga veekend (1 and replar	ncing performance ation is ongoing to 2-15th August) further cing servers. We will
	In addition a sep systems includin are stored which process has bee additional testin downtime sched	parate project is underway t g the location of scanned s n once complete will result in n planned for some time but g has been included to mitig uled for this weekend will in	to improve earch shee n improved t given the gate furthe troduce th	our back office et images and how they I retrieval times. This current circumstances or degradation. The be code changes

The Registers Direct Main Menu

The **Main Menu** near the top of the screen gives access to all the different areas within Registers Direct and stays visible at all times. Each icon is a link to an area of Registers Direct. E.g. Land Register, Sasine Register, etc.

To logout of Registers Direct click the **Log out** option.

When you initially login to the system the opening screen presents you with the Currency of all the Registers

Scroll down to the screen – to view the currency of the various registers

Home Registers Direct Inform	nation Help		You are logged in	to RD as airddu0 Log out	^
REGISTERS OF SCOTLAND Executive Agency	83				
Information about Scotland's land &	property				
Land Register Sasine Register	Judicial Registers Information Se	ervices Customer Services 🔫		Hide Header	
Registers Direct -	Information				
Information	Information Page				
••	Please read System Guarante bottom of the page. System Guarantee Section 12(1)(d) of the Land result of an error or omission writing or in such other many entitled to be indemnified by The section covers all Land I information from the Land Re provide the necessary evider retained by customers. Currency of Registers	ee and Currency Information below d Registration (Scotland) Act 1979 in any Land or Charge Certificate ner as may be prescribed by rules the Keeper in respect of that loss Register Reports, and any informat gister emanating from REGISTERS nce of error or omission so copies	v, then click on the 'Co or in any information g made under section 27 5. tion given in writing whi DIRECT. The Keeper wi of information obtained	ntinue' button at the who suffers a loss as a iven by the Keeper in of the Act, shall be ch will include ill expect any claimant to should always be	
	Presentment Book				
	The Presentment Book is cur	rent to 12 August 2011			
	Recorded minutes are available	ble up to and including the followir	ng dates:		
		Aberdeen	27 July 2011		
		Angus	27 July 2011		
		Argyll	27 July 2011		
		Ayr	27 July 2011		
		Banff	27 July 2011		-
		Berwick	27 July 2011		~

Click in the **"Disable this page for today" check box**, and then click on **Continue** button – *to disable the page and return you to the registers Direct Main Menu*



The **Help [?]** option is "context sensitive" and gives Help on this page. You will also see similar Help buttons on many other pages.

Registers direct Information such as Fees, Land Register Programme, FAQ's, etc. can be viewed by clicking on the Information Link.



Search by Name Example 1

The purpose of **Search by Name Example 1** is to demonstrate how to search by name where your search criteria return a result from the 1993 onwards Register.

When searching by Name the system will by default search from 1993 onwards. Always start your initial search 1993 Onwards

Click on the **Sasine Register tab** in the main menu bar – to go to the Sasine Register menu choices

Home Registers Direct Info	mation Help	You are logged in to RD as
REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land	& property	
Land Register Sasine Registe	Judicial Registers Information Services Customer Services	Hid
Registers Direct	Welcome	
Information		
	A flexible, simple to use web based system providing access the Land, Property, and Personal Registers delivered direct t	to the Registers of Scotland - info o your desk.
	Select the option you require using the tabs above.	
	Click on the Land Register tab to search the Title Sheet R	ecord or the Application Record
	Click on the Sasines Register tab to search the Presentm Search Sheets.	ent Book, the Minute Book or fo

Choose the **Search Sheet Search** menu choice – to start searching the Sasine Register

REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land	Solution Sector
Land Register Sasine Regist	er Judicial Registers Information Services Customer Services
Registers Direct -	Sasine Register
Presentment Book Search	Sasine Register
Mipute Book Search Search Sheet Search	The Sasine Register is an historical Register of deeds affecting land and is divided corresponding to the geographical counties which divided the country prior to the i 1975.
	The Sasine Register comprises of:
	The Presentment Book (Work in progress).
	When deeds are submitted for Recording the Presentment Book acts as a receipt b (a short precis of the deed) is prepared.
	The Minute Book.

The system defaults to the Name Search menu option 1993 onwards.

TIP: When the County field is selected (blue), you can select a county quickly by typing the first letter of the county, e.g. typing C will select CAITHNESS, typing C again will select Clackmannan. Using this method you can cycle through all the counties beginning with your chosen letter.

Note: If you are unsure what County your search falls within, then use our County and Places booklet at <u>http://ros.gov.uk/pdfs/towns.pdf</u>

Click on the drop-down arrow to display a list of the Counties.

REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land &	k property
Land Register Sasine Registe	er Judicial Registers Information Services Customer Services H
Registers Direct -	Sasine Register: Search Sheet Name Search 1993 onwards
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	* Surname:
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Select a County from the list - to populate the County field



Alternatively click on the **Map** to view the counties, and then hover the mousepointer over a county to view a list of the main Towns & Villages.



Click on the **County** - to import it into your search criteria.

Home Registe			Hover over a county for a li	st of towns.
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Note: Any Towns or Village registered in more than 1 County is indicated in red, e.g. Aberdeen City is partially in Aberdeen County and partially within Kincardine County for Registration purposes. **Note 1:** The exact match method Registers Direct uses to search its database means that a name searched against will return only exact matches to the search criteria, e.g. a Forename must be the person's 1st Forename. There is a trailing wild-card so shorten the criteria if you are unsure.

A User Reference is optional however it is strongly recommended you use this field to enter a reference for your own use. It will accept up to 30 characters and can contain any combinations of letters and numbers and will be included on prints/ mails and invoices.

Further guidance on how to enter Name and Organisational criteria is available in Appendix A.

Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. Text can be in upper or lower case. If you have a forename(s) or an initial then use it to narrow down your search. Company names are entered in the Surname field.

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	* Surname: Baird	
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		Search Clear

Click the **Search** button – to search the name criteria entered from 1993 onwards

There will be no charge until a Search Sheet is selected.

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Note: If your Search brings back the message "**No Search Results found,**" or it finds results, but they do not match the name and address of the person you are searching. This does not necessarily indicate that there are no entries for the Name you searched. It may be that there have been no entries made for that name since the Search Sheet was computerised (1993).

See Page 32 – Searching by Name Example 2

gister Judicial Registers :	Information Services Customer Services		Hide Header		
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ght 2007					

If the name you searched is shown on the Search by Name result list.

Click on the **View Search Sheet** hyperlink - to view the computerised Search Sheet

This will incur a cost

If no electronic version of the Search Sheet exists, then the system will automatically open the Imaged Search Sheet (Pre-1993).

ocurcina	Summary				
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Printing the electronic Sasine Search Sheet

Click on the **Print Details** or **Email details** hyperlink - to access the Print/email window



Click on the **Print** button – to print off the details of the electronic part of the Search Sheet

	This search is not covered by the Keeper's indemnity. This copy does not have any evidential status.					
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Click on the **Close** button – to return to the electronic Search Sheet

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To view the transactions prior to the 1993 computerised Search

Click on the **View Image Search Sheet** button – to open the oldest page of the imaged Search Sheet

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The system will automatically open the oldest Imaged Search Sheet (Pre-1993) by default.

The **Next/Previous** links will only appear if there is more than one Search Sheet page.

To quickly move to the last Search Sheet Image Page (most recent)

Click on the **drop down arrow**, and then select the **last Page** – to open the last Image Search Sheet

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Click on the **Previous** link – to open the previous search sheet page

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The most recent sale is underlined in red

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Printing the Pre-1993 Sasine Search Sheet

Note: Search Sheet Image pages can only be viewed and printed individually.

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Click on **OK** button – to print off the full Search Sheet page

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Click on the **View Electronic Search Sheet** button – to return to the electronic continuation of the Search Sheet

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	spowes, 33 Fir Park, Titheoutry, equally and survivor, -of MG SofS. Det Gd 16	· · · · · · · · · · · · · · · · · · ·	
	9 Oct 1985.		
	02918 (No.7) 30 Dec. 1985 773.251. ETAMES ADD SECURIEN GS 69810 and further units by IAMES MURHEAD and MARGARET		
	MUIR HEAD, snouses, 33 Fir Park, Tillicoultry TO NATIONAL AND PROVINCIAL BUILDING		
	SOCIETY, - over the Sol S Dated 8 Oct. 1985.		
	A+		
	02919 (No.8) 30 Dec. 1985 773.253.		1
	STANDARD SECURITY (in respect of discount) by JAMES MUIRHEAD and MARGARET		
	ASSOCIATION over the C 10 Dated II Oct. 1985.		
	36/3		
	823.//0.	and a second sec	
	DISP, by MARGARET MUIRHEAD, 33 Fir Park, Tillicoultry - TO JAMES MUIRHEAD, 33 Fir		
- A	LFLA. Park, Tillicoultry of 1,2 pro indiviso of the sofs Duxed 8 May 1982	and the second s	
	812.42 NV 51 10 V 1097		
	DISCH, by NATIONAL AND PROVINCIAL BUILDING SOCIETY, of Standard Security		
	(recorded 30 Dec. 1985) by JAMES MUIRHEAD and MARGARET MUIRHEAD, spouses, 33 Fir		
	Park, Tillicoulity, to said Granter, [over ground comprising subjects 33 FIK PARK,		
	CILLICOUCTAT) Date in section		
1.1			
	03383 (No.16) 14 Oct. 1988 873.81	8	
	DISP, by JAMES MUIRHEAD, 33 Fir Park, Tillicoultry - TO said James Murnezd, - or 1/2 pr	10 	
	al iter to execute destination		
	B. Dow	0	
	00471 (No.18) 14 Feb 1001 Fi 26.480	C)	
1.1.1	DISP, by JAMES MUIRHEAD, 35 FIF Park, Tillicoultry - TO DAVID BATKD and JANET ALLAN-		
	Buse 33 FIR PARK, TILLICOULTRY &c. thereon, described in Feu Disp. to said Granter and	5.5	
	another, recorded 30 Dec. 1985. Dated 11 Jan. 1991. St. Securi		
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Vol	ume Pages: Date: 12/1969, Volume ID:58, Page No: 76 💌	Next	
ler:	C View Cearch Cheat		
	z view search sheet		
	View Electronic Search S	heet	Search Again
			ocaronyigan

The current owners of 33 Fir Park are David Baird and Janet Allan Stirling or Baird and they paid £39000 for the property, recorded 14 Feb 1991. They have one Standard Security (loan) with the Cheltenham and Gloucester PLC, recorded 14Dec 2004

Information about Scotland's I	and & property		·		
Land Register Sasine Reg	gister Judicial R	egisters Inforn	nation Services Customer Service	es	
Registers Direc	t - Sasine	Register	: View Electronic Se	earch Sheet Number	9803
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Request	1	ground with P Feu Disp. to 1	house ?q33?nFIR PARK?z, TILLI ames Muirbead and another, re	COULTRY &c. thereon, referred t prorded 30 Dec. 1985	o in FRO Vol
	00620 (N DISCH. k 1991) by 59B High - 33 FJ	No.4) 13 Dec by CLYDESDAL 7 DAVID BAIR 1 Street now IR PARK, TIL	.2004 E BANK PLC, - of Standard D and JANET ALLAN STIRLIN 33 Fir Park, Tillicoultr LICOULTRY.	Fi I Security (recorded 14 Fe JG OR BAIRD, spouses, form ry. Dated 2 Dec. 2004.	. 109.19 æ. ærly
	* 00622 STANDARI 33 Fir F with hou to James	(No.1) 14 D) SECURITY b Park, Tillic use 33 FIR P 8 Muirhead a	ec.2004 y DAVID BAIRD and JANET J oultry - TO CHELTENHAM AN ARK, TILLICOULTRY &c. the nd another, recorded 30 I	Fi ALLAN STIRLING OR BAIRD, e ND GLOUCESTER PLC, - over ereon, referred to in Feu Dec. 1985. Dated 30 Nov. 2	109.22 pouses, ground Disp. 2004.

Click on the **Sasine Register** – to return to the Sasine main menu

Search by Name Example 2

The purpose of **Search by Name Example 2** is to demonstrate how to search by name where No Search results are found, or it finds results that do not match the name and address of the person you are searching.

Subjects being Searched Eithnie MaCNeil 39 Old Golf Course Road

Choose the **Search Sheet Search** menu choice – to start searching the Sasine Register

Home Registers Direct Inform	nation Help	You are logged in to RD as a
REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land a	k property	
Land Register Sasine Regist	er Judicial Registers Information Services Customer Services	H
Registers Direct -	Sasine Register	
Presentment Book Search	Sasine Register	
Minu te Book Sear ch Search Sheet Search	The Sasine Register is an historical Register of deeds affecting corresponding to the geographical counties which divided the c 1975.	g land and is divided into 33 div ountry prior to the introduction
	The Sasine Register comprises of:	
	The Presentment Book (Work in progress).	

The system defaults to the Name Search menu option (Name 1993 on).

TIP: When the County field is selected (blue), you can select a county quickly by typing the first letter of the county, e.g. typing C will select CAITHNESS, typing C again will select CLACMANNAN. Using this method you can cycle through all the counties beginning with your chosen letter.

Note: If you are unsure what County your search falls within, then use our County and Places booklet at http://ros.gov.uk/pdfs/towns.pdf

Click on the **drop-down arrow** – to display a list of the Counties

Land Register Sasine Register Judicial Registers Information Services Customer Services H					
Registers Direct -	Sasine Register: Search Sheet Name Search 1993 onwards				
Presentment Book Search	Search By: Name 1993 on Name Pre-1993 Address 1993 on Address Pre-1993 Search Sheet No				
Minute Book Search	Fields marked with a * are required.				
Search Sheet Search	* County: Select a county				
	* Surname:				
	Forename(s):				

Select a County from the list - to populate the County field

t - Sasine Register: Search Sheet Address Search 1993 onwards - Wind	Celect a county	▲
ttps://www.eservices.ros.gov.uk/ros-rd2-presentation-ui/ros/rd2/presentation/u	Aberdeen Angus	Search
Favorites Tools Help	Argyll	
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pk Search Fields marked with a * are required.	Midlothian	
pot Search	Moray	1 2000
* County:	Naim	and the form

Alternatively click on the **Map** to view the counties, and then hover the mousepointer over a county to view a list of the main Towns & Villages.



Click on the County - to import it into your search criteria.



- **Note:** Any Towns or Village registered in more than 1 County is indicated in red, e.g. Aberdeen City is partially in Aberdeen County and partially within Kincardine County for Registration purposes.
- **Note 1:** The exact match method Registers Direct uses to search its database means that a name searched against will return only exact matches to the search criteria, e.g. a Forename must be the persons 1st Forename. There is a trailing wild-card so shorten the criteria if you are unsure.

A User Reference is optional; however, it is recommended you use this field to enter a reference for your own use. It will accept up to 30 characters and can contain any combinations of letters and numbers and will be included on prints/ mails and invoices.

Further guidance on how to enter Name and organisational criteria is available in Appendix A.

Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. Text can be in upper or lower case. If you have a forename(s) or an initial then use it to narrow down your search. Company names are entered in the Surname field.

<u>Always initially start your search from 1993 onwards.</u> You will not know at this stage if you will return results from the 1993 onwards search.

k	Search By: Name 1993 on Name Pre-1993 Address 1993 on Address Pre-1993 Search Sheet No	lelp[?]
rch	Fields marked with a * are required.	
arch	* County: Midlothian	
	Search	Clear

The subject of our search is Eithnie MCNeil 39 Golf Course Road
Click the **Search** button – to search the name criteria entered from 1993 onwards

There will be no charge until a Search Sheet is selected.

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ine Registe	ine Register Judicial Registers Information Services Customer Services Hide Header						
Direct -	Sasine Register: Search Sh	eet Name Search 1993 onwards	5				
k	Search By: Name 1993 on Name Pre-1993	Address 1993 on Address Pre-1993 Search Sheet	No Help[?]				
tch	Fields marked with a $*$ are required.						
arch	* County:	Midlothian 💌	德				
	* Surname:	MacNeil					
	Forename(s):	E					
	User Reference:	DA/1234					
			Search				

If your Search brings back the message "**No Search Results found**," Click on the **View Image Index** button. If it finds results, but they do not match the name and address of the person you are searching, then also click on the **View Image Index** button.

Both these results do not necessarily indicate that there are no entries for the name you searched. It may be that there have been no entries made for that particular name and address since the Search Sheet was computerised (1993).

As in this example **Eithnie MacNeil 39 Old Golf Course Road** has not been found on the results list.

The next step would be to search the Pre-1993 records

Click on the **View Image Index** button – to open the Index 1959 Onwards window

Sasine Register: Search Sheet Name Search Results (1993 Onwards)							
Search	Search Summary						
User ID):	airdou0	User Reference	: DA/1234			
Date Ti Search	me: Critoria:	30/12/2011 12:31:5	56 Search No.:	2011-04080528			
search	Gillena.	COONT - Midlochian	, FORENAME-E, SORNAME-MA	CIVETE			
Found 3	7 results						
Search	Results						
Select	Name 企		Property Address	Search Sheet No. (£)			
	ELAYN MCNEIL		21 KAIMES CRESCENT	View Search Sheet No. 192215			
	ELAYN MCNEIL			No Link to Search Sheet			
	ELIZABETH MCNEIL		8 STONEBANK	View Search Sheet No. 218800			
	ELIZABETH ANNE M	ICNEIL	10 LIVINGSTONE PLACE	View Search Sheet No. 184949			
	ELIZABETH IRENE N	ICNEIL	53 BAVELAW CRESCENT	View Search Sheet No. 131082			
	ELIZABETH IRENE	DOUGLAS MCNEIL	53 BAVELAW CRESCENT	View Search Sheet No. 131082			
	EVELYN SARAH MCN	NEIL	109/5 MOREDUN DYKES ROAD	View Search Sheet No. 174644			
	ELIZABETH RAMSAY	MACNEILL	32/1 DRUMMOND PLACE	View Search Sheet No. 82516			
	ELIZABETH SKILLIN	IG MCNEILL	2 DRUM PLACE	View Search Sheet No. 164651			
	ELLEN JOSEPHINE	MCNEILL	6/9 MORAY PARK TERRACE	View Search Sheet No. 224596			
	ELLEN JOSEPHINE	MCNEILL	6/9 MORAY PARK TERRACE	View Search Sheet No. 246692			
	ELLEN JOSEPHINE	MCNEILL	MARIONVILLE ROAD	View Search Sheet No. 224596			
	ELLEN JOSEPHINE	MCNEILL	MARIONVILLE ROAD	View Search Sheet No. 246692			
	ERIN TALBOT MCNE	ILL	33 THE CAUSEWAY	View Search Sheet No. 58683			
	ERIN TALBOT MCNE	ILL	4 BROUGHAM PLACE	View Search Sheet No. 128300			
	ERIN TALBOT MCNE	ILL	JANE COTTAGE	View Search Sheet No. 58683			
	ERIN TALBOT MONE	ILL		No Link to Search Sheet			
			Refine Viev	v Image Index Search Again			

Note: The "Index to View field" can also be changed to Pre 1959, but it is unlikely you will need to use this unless you are looking for a historical owner of the property.

The persons indices are the key to finding information on the Search Sheet prior to the computerisation (**Pre-1993**) of the Sasine Register.

Select the Index you want to view (Index 1959 onwards or Index Pre 1959).

Select an Area to search (person or organisations).

Click on the Search button - to search the Persons 1959 onwards records

5 OF SCOTLAND Igency bout Scotland's land &	property		
er <mark> Sasine Registe</mark>	r Judicial Registers Information Services	Customer Services	Hide Header
ers Direct -	Sasine Register: Search	Sheet Name Search Pre-1993	
nt Book	Search By: Name 1993 on Name Pre-	1993 Address 1993 on Address Pre-1993 Search Sheet No	Help[?]
k Search	Fields marked with a * are required.		
et Search	* County:	Midlothian	k l
	* Surname:	MacNeil	
	Forename(s):	E	
	User Reference:	DA/1234	
	●──→ Index to View:	Index 1959 Onwards	
	Areas to Search:	Persons	
		(Search

The length of the list is dependent on how many names meet the search criteria.

On some results list only the First Name Initial will be shown. Initials will appear in first name alphabetical order, single names followed by double names etc. e.g. Edna before Elizabeth

Click on the MacNeil Eithnie from the list - to open the Name Image Index page

Search Summary			
User ID: Date Time: Search Criteria:	airdou0 30/12/2011 12:40:05 COUNTY=Midlothian; FORE№	User Reference: Search No.: IAME=E; SURNAME=MACNEIL	DA/1234 2011-040806
Found 27 results Search Results			
Select	Name 企		
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	MACNEIL ERIC		
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	MACNEIL EVA		
	MACNEIL EVELYN		
	MACNEILAGE E		
	MACNEILLY E		

The indexes are compiled roughly the same as a telephone directory. The surname appears at the top of the Index page. Entries in the person index are always arranged by surname. Each entry will appear in first name alphabetical order, single names followed by double names etc.

Each person's address at the time they bought the property is noted after their name. The address of the property he/she owns, or has owned, and the Search Sheet number of that property are noted beneath.

Sasine Register: Index Image				
Search Summary				
liser ID:	airdou0	User Reference: D&/1234		
Date Time:	20/12/2011 12:40:	05 Search No : 2011-04090604		
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Click on the **Zoom In** button - to enlarge the text

Ver 8 Feb 2012

Scroll down the page and look for	^r Eithnie MacNeil 39 (Old Golf Course Road
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If you do not find what you are looking for on this page, then click on the **Next Result** button - *to view the Next Image Result page*.

Alternatively click on the **Return to Results** button - to return you to the Image result list and choose a subsequent result you want to look at

Once you have found the name of the person and property you are looking for **Enter** the Search Sheet Number into the Search Sheet Number field

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Search Sheet Num	ber: 72612		£ Vie	w Search Sheet
Previous Result	Previous Page	Next Page	Next Result	Change Index
				
			→	Return to Results

Click on the **£View Search Sheet** button – to open the Search Sheet for 39 Old Golf Course Road

This will incur a cost as you are opening the Search Sheet

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217107				
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				Return to Results

The system will automatically take you to the electronic Search Sheet (1993 onwards) first, if one exists.

If no electronic version of the Search Sheet exists (as in this case), then the system will automatically open the oldest Imaged Search Sheet (Pre-1993).

The **Next/Previous** links will only appear if there is more than one Search Sheet page.

Subjects: 39 Golf Course Road Bonnyrigg

To quickly move to the last Search Sheet Image Page (most recent)

Click on the **drop down arrow**, and then select the **last Page** – to go to the last Image Search Sheet page

562Sas. 21 26. 1853 P.R. No. 19 hos 1900 2612 Search Sheet, County of Edinburgh. Inkdale Bo with House 59 Golf Course Roud, Bonnyrigg re Herem Spores & 4.34% ground founded on the Acre 7.0 \$ 3:10:6 Solf bourse Road and on the wed by the new load to be for ation of said Galf bause h I of the Field on Park, called Starkyard, Park fact of that portion of the barn and lands of Penderich in Vienfield described in Diofs to David Bett Lad and Charles Dickson rearded 19 . Vor 1900, in Parish of Lassuade, with Sends, reserving Unerals 199 - May 20 9 Lev low containing See Dief by (1) Indees of the late David Bet Sed Sil & Vienfarth Jasswade and (2) Charles Die Koon, Vienbank Jasswade wometime infuetwey Loanhead - ? James Andrew Studdard of the & Datel low 28. Juiller. Jxl. 3 and Mark 8 and 15, 193 7 (Show & & 4344 +) Stat 3 10.6] 6 DISP. by JAMES ANDREW STODDART, formerly Builder, Eskdale, Bonnyrigg, now 17 South College Street, Edinburgh - TO the Edinburgh Mutual Investment and Build of the J. of S. Dated ing Society, 24 Alva Street, Edinburgh, Dec. RI, 1934. EN. C. Ordy. 550. D. Disp. by rain & dinkligh hu 500/1937] 1. and Building 1938 lociety, will consent of and by said James an Road Lurveyor. Stoddart and blanks amotion To the bo: Road Sincepor's Souse, Bon Acratice Per a. Acre Oxford andit H. Lord Davis Mar frent lada Volume Pages: Date: 12/1969, Volume ID: -334, Page No: 56(🔽)Next 🚽 Date: 12/1969 , Volume ID: -334 , Page No: 56 n Sheet Number: Date: 12/1969 , Volume ID: -334 , Page No:

Printing the Pre-1993 Sasine Search Sheet

Click on the **Print** button – To open the print window

Note: Search Sheet Image pages can only be viewed and printed individually.



Click on the OK button - to print off the Search Search Sheet Image page

P	rint	×	1
Date: 12/19	Printer		Help[?]
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	DISCH. by ALLIANCE BUILDING SOCIET	Y, - of Standard Security (recorded 7 Dec. 1970) by GHREAD MACNEIL, both 39 Old Golf Course Read,	

Register: Search Sheet Image immary airdou0 User Reference: DA/1234 04/01/2012 10:33:44 Search No.: 2012-00015236 teria: COUNTY=Midlothian; NUMBER=72612 969 , Volume ID: -334 , Page No: 563 Help[?] 66.7% -| 🥼 📦 🔟 / 1 Find ÷ ++ 334 - 5631/2612 Search Sheet, County of Coinburgh. railing & Hurson, Dated, Mar 15, 1938 (And an St 1314) 28 DISP. by CO-OPERATIVE PERMANENT BUILDING SOCIETY Bet.1 - TO Charles Arastrong, Road Surveyor, formerly Road Surveyor's House, Bonnyrikg, now Zekdale, Bolf Course Enad there, and his wife Agnes Eliza-beth Arastrong, jointly and survivor, - of S. 1959 adjud. of S. Dated ang 22 and Sept. Im 3, 1959 . 16500 (No.18) Dec. 7. 1970. 10-10.30 (By Post) DISP. by CHARLES ARMSTRONG, Road Surveyor, and AGNES ELIZABETH ARMSTRONG, both Eskdale, 39 Golf Course Road, Bonnyrigg – TO <u>Neil Ioseph MacNeil</u> and Eithne Maighread <u>MacNeil</u>, both 25 Pentland Crescent, Rosewell, equally, and survivor, – of 141/1000 Acre of ground with House 39 GOLF COURSE ROAD, Bonnyrigg &c. 26360 thereon, being He S of S. Dated Nov. 14, 1970. 16501 (No. 19) Dec. 7. 1970. 10-10.30 (By Post) STANDARD SECURITY for £5540 and further advances by NEIL JOSEPH MACNEIL and EITHNE MAIGHREAD MACNEIL, 25 Pentiand Crescent, Rosewell – TO Alliance Building Society, – over H.C. 5, of S. Dorad No. 30, 1970 17.881.222. DISCH. by ALLIANCE BUILDING SOCIETY, — of Standard Security (recorded 7 Dec. 1970) by NEIL IOSEPH MACNEIL and EITHNE MAIGHREAD MACNEIL, both 39 OId Golf Course Road, Boanyrigg, — [over ground, with house 39 GOLF COURSE ROAD, BONNYRIGG &c. thereon], Dated 27 Sep. 1984 17.881.222 (No.65) 4 Oct. 1984 5 c)

Click on the **Zoom In** button – to increase the size of text if necessary

Ownership Details

The most recent Disposition, which is on the last page of the 2 page Search Sheet show the current owners as Neil Joseph MacNeil and Eithnie Maighread MacNeil 39 Golf Course Road, recorded 7 Dec 1970. They paid £6320 for the house.

They initially borrowed £5540 from the Alliance BS recorded the 7 Dec 1970

This loan was then paid off and a Discharge recorded on the 4 Oct 1984



Click on the Sasine Register Link - to return to the Sasine Register Main menu



Click on the Registers Direct link button - to return to the Main Menu

Home Registers Direct In	formation Help You are logged in to R
REGISTERS OF SCOTLAN Executive Agency Information about Scotland's la	ND SSS Ind & property
Land Register Sasine Reg	ister Judicial Registers Information Services Customer Services
Registers Direct	t - Sasine Register
Presentment Book Search	Sasine Register
Minute Book Search	
Search Sheet Search	The Sasine Register is an historical Register of deeds affecting land and is divided into 3 corresponding to the geographical counties which divided the country prior to the introdu 1975.
	The Sasine Register comprises of:
	The Presentment Book (Work in progress).

Search by Address Example 1

The purpose of **Search by Address Example 1** is to demonstrate how to search by address where your search criteria return a result from the 1993 onwards part of the Register (the electronic part).

Click on the **Sasine Register tab** in the main menu bar – to go to the Sasine Register menu choices

Home Registers Direct Infor	mation Help	You are logged in to RD as
REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land	8 property	
Land Register Sasine Register	r Judicial Registers Information Services Customer Services	Hi
Registers Direct -	- Welcome	
Information		
	A flexible, simple to use web based system providing access to the Rether Land, Property, and Personal Registers delivered direct to your de	egisters of Scotland - in: esk.
	Select the option you require using the tabs above.	
	Click on the Land Register tab to search the Title Sheet Record or	the Application Record
	Click on the Sasines Register tab to search the Presentment Bool Search Sheets.	<, the Minute Book or fo

Choose the **Search Sheet Search** menu choice – to start searching the Sasine Register



The system defaults to the Name Search menu option 1993 onwards.

When searching by Address always start your initial search 1993 Onwards

Click on the **Address 1993 on** link – to open the Search by Address 1993 onwards wind

REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land &	property	
Land Register Sasine Registe	er Judicial Registers Information Services C	Customer Services Hi
Registers Direct -	Sasine Register: Search S	heet Name Search 1993 onwards
Presentment Book Search Minute Book Search Search Sheet Search	Search By: Name 1993 on Name Pre-19 Fields marked with a * are required. * County: * Surname: Forename(s):	Address 1993 on Address Pre-1993 Search Sheet No
	User Reference:	

TIP: When the County field is selected (blue), you can select a county quickly by typing the first letter of the county, e.g. typing C will select CAITHNESS, typing C again will select CLACMANNAN. Using this method you can cycle through all the counties beginning with your chosen letter.

Note: If you are unsure what County your search falls within, then use our County and Places booklet at <u>http://ros.gov.uk/pdfs/towns.pdf</u>

rs Direct - Sasine Register: Search Sheet Address Search 1993 onwards				
it Book	Search By: Name 1993 on Name Pre-1993	Address 1993 on Address Pre-1993 Search Sheet No		
: Search	Fields marked with a $$ are required.			
et Search	* County:	Select a county		
	House No:			
	House Name:			
	Street Name:			
	District:			

Click on the **drop-down arrow** – to display the counties

Select a **County** from the list – to populate the County field

t - Sasine Register: S	earch Sheet Address Search 1993 onwards - Wind	Select a county	<u> </u>
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		Peebles Perth Bentrow	1
	House No:	Ross and Cromarty Roxburgh Selkirk	-
	House Name:		

Alternatively click on the **Map** to view the counties, and then hover the mousepointer over a county to view a list of the main Towns & Villages.

rs Direct ·	- Sasine Register: Search Sheet Address Search 1993 onwards
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		Mid Calder	
		Middleton	
		Selected Counties:	

Click on the **County** - to import it into your search criteria.

Note: Any Towns or Village registered in more than 1 County is indicated in red, e.g. Aberdeen City is partially in Aberdeen County and partially within Kincardine County for Registration purposes.

rs Direct -	Sasine Register: Search Sh	eet Address Search 1993 onwards	
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et Search	* County:	Midlothian	ļ
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	Post Code:		
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The exact match method Registers Direct uses to search its database means that an Address searched against will return only exact matches to the search criteria. There is a trailing wild-card so shorten the criteria if you are unsure of spelling etc. Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. It does not matter whether the text is upper or lower case.

You will often have a better search success if you omit the house or flat number from the address search and allow the system to find all the records for that street name. You can then choose the house or flat number relevant to you from the list of matches found.

Note: You cannot search by District/ Town or Post-code in the Sasine Register, these fields are greyed out/inactive.

Guidance on how to enter Address criteria is available in Appendix B.

A User Reference is optional however it is strongly recommended you use this field to enter a reference for your own use. It will accept up to 30 characters and can contain any combinations of letters and numbers and will be included on prints/ mails and invoices.

Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. Text can be in upper or lower case.

ters Direct -	Sasine Register: Search	Sheet Address Search 1993 onwa	rds
ient Book	Search By: Name 1993 on Name Pre-19	993 Address 1993 on Address Pre-1993 Search Shee	t No H
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	House No:		
	House Name:		
	Street Name:	Carfrae Park	
	District:		
	Town:		
	Post Code:		
	User Reference:	DA/1234	
			Search

The Property being searched is 18 Carfrae Park Edinburgh

Click the **Search** button – to search the Address criteria entered from 1993 onwards

Search By: Name 1993 on Name Pre-1	993 Address 1993 on Address Pre-1993 Search Sheet No Help[?
Fields marked with a $\ ^{st}$ are required.	
* County:	Midlothian
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	Search

There will be no charge until a Search Sheet is selected.

Note: If your Search brings back the message "**No Search Results found,**" or it finds results, but they do not match the address of the person you are searching. This does not necessarily indicate that there are no entries for the you searched. It may be that there have been no entries made for that address since the Search Sheet was computerised (1993).

See Page 65- – Searching by Address Example 2

earch Summary			
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	aund	David Baird	
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If the Address you searched is shown on the Search by Address result list.

TIP: If you are searching flatted property and you have more than one address for the property number you searched. Click on the **View Image Index** button and **go to page 71** on Viewing the Image Index.

Click on the **View Search Sheet** hyperlink - to view the computerised Search Sheet

If no electronic version of the Search Sheet exists, then the system will automatically open the Imaged Search Sheet (Pre-1993).

nt Book	Search Summary					
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		6 CARFRAE	PARK	View Search Sheet No.	64099	
		7 CARFRAE	PARK	View Search Sheet No.	64679	
		9 CARFRAE	PARK	View Search Sheet No.	67767	
		14 CARFRAE	PARK	View Search Sheet No.	65115	
		15 CARFRAE	PARK	View Search Sheet No.	66495	
		18 CARFRAE	PARK	View Search Sheet No.	66453	
		19 CARFRAE	PARK	View Search Sheet No.	65140	
		20 CARFRAE	PARK	View Search Sheet No.	65047	
		21 CARFRAE	PARK	View Search Sheet No.	66156	
		22 CARFRAE	PARK	View Search Sheet No.	66443	
		23 CARFRAE	PARK	View Search Sheet No.	65537	
		24 CARFRAE	PARK	View Search Sheet No.	66004	
		25 CARFRAE	PARK	View Search Sheet No.	66199	
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Printing the electronic Sasine Search Sheet

Click on the **Print Details** or **Email details** hyperlink - to access the Print/email window

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the chronological list of deeds will be extensive.	BUILDING SOCIETY, - over ground, with house 18 CARFRAE PARK, EDINBURGH thereon, referred to in Disp. to Abbey Road, Building Society, recorded 22 May 1934. Dated 19 Mar. 1999.			22	
	20738 (No.16) 01 Sep.2004 Fi 894.22 DISCH. by DUNFERMLINE BUILDING SOCIETY, - of Standard Security (recorded 26			94.22 d 26 b 18	
	 Mar. 1999) by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, both 18 Carfrae Park, Edinburgh. Dated 27 Jul. 2004. - 18 CARFRAE PARK, EDINBURGH. 				
	20739 (N STANDARD JOYCE CF Edinburg EDINBURG	lo.17) O1 Sep. SECURITY for OAN, spouses, M - TO ROYAL H. Dated 26 J	.2004 c £120,000 by WILLIAM SYDNE , formerly 17 Blinkbonny Ro BANK OF SCOTLAND PLC, - ov Jul. 2004.	Fi 8 Y MARSHALL CROAN and LES ad, now 18 Carfrae Park, er subjects 18 CARFRAE F	94.23 LEY ARK,

Click on the **Print** button – to print off the details of the electronic part of the Search Sheet

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1	ground, with house ?q18?nCARFRAE PARK?z, EDINBURGH thereon, referred to in Disp. to Abbey Road, Building Society, recorded 22 May 1934.	FROM II Series SS 66453 Vol.1182 Folio.362
53862 (No DISCH. by 1996) by Carfrae P in BRISTO - 18 CARF	.148) 23 Oct.1998 Fi 2992.16 BRISTOL AND WEST PLC - of Standard Security (recorded 10 Apr. WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, spouses, 18 ark, Blackhall, Edinburgh; which Standard Security was last vested L AND WEST BUILDING SOCIETY. Dated 13 Oct. 1998. RAE PARK, EDINEURCH.	
* 13248 (STANDARD LESLEY JO BUILDING thereon, May 1934.	No.108) 26 Mar.1999 Fi 708.6 SECURITY for £65,000 &c., by WILLIAM SYDNEY MARSHALL CROAN and YCE CROAN, 18 Carfrae Park, Blackhall, Edinburgh - TO DUNFERMLINE SOCIETY, - over ground, with house 18 CARFRAE PARK, EDINBURCH referred to in Disp. to Abbey Road, Building Society, recorded 22 Dated 19 Mar. 1999.	
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Click on the **Close** button – to return to the electronic Search Sheet

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nd, with house y Road, Buildin	9q18?nCARFRAE PARK ng Society, recorded 2	2, EDINBURGH ther? May 1934.	eon, referred to in Disp.	to FROM II Series SS 66453 Vol.1182 Folio.362	
23 Oct.1998 OL AND WEST PL	.C - of Standard Secur	Fi ity (recorded 10 A	2992.16 pr.		

To view the transactions prior to the 1993 computerised Search

Click on the **View Image Search Sheet** button – to open the oldest page of the imaged Search Sheet

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		Search Sheet Number:		٤١	/iew Search Sheet
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The system would automatically open the oldest Imaged Search Sheet (Pre-1993) by default.

Subjects: 18 Carfrae Park Edinburgh

The **Next/Previous** links will only appear if there is more than one Search Sheet page.

To quickly move to the last Search Sheet Image Page (most recent)

Click on the **drop down** arrow, and then choose the **last page** – to open the most recent Image Search Sheet



Click on the **Zoom In** button – to increase the image size if necessary

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× 75,000 eq	ually and survivor, - of the Sof S	which subjects w	burgh, ere last
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Printing the Pre-1993 Sasine Search Sheet

Click on the **Print** button – *To open the print window*

Note: Search Sheet Image pages can only be viewed and printed individually.

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To magnify a specific area of the image **right-click** the mouse within the Search Sheet Image, and then Select **Marquee zoom**

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Place your mouse pointer to the NW of the area and drag the box with the leftmouse held down to the SE of the area, and then **release** the mouse

Date: 12/1969 , Volume ID: 1182 , Page No: 362	Help[?]
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Jan. 1989) by ALLAN JAMES LOMAX and CATHERINE JUNE LOMAX, spouses, formerly S Barnton Park Grove, now 18 Carfrae Park, Edinburgh, — [over ground with house 18 CARFRAE PARK, EDINBURGH &c. thereon]. Dated 11 Sep. 1990.	
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the S. of S. Dated 9 Sep 1990	
70859 (No.74) 10 Dec. 1990 Fi 4255 STANDARD SECURITY by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOY CROAN, spouses, 17 Blinkbonny Road, Ravelston, Edinburgh – TO NEWCASTLE BUILDIN SOCIETY, – over the S.ofs, Dated 22 Oct 1990	30 2E IG
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Click on the Fit to Page button - to return you to the image default size



Make sure you use the Scroll bars to view the whole Search Sheet image

Scroll to the bottom of the Screen

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	DISP, by Executor of NORMAN GEORGE THLEY, 18 Carfree Park, Editors, 20,730,182.		
\$75000	AMES LOMAX and CATHERINE JUNE LOMAX, spouses, 9 Barnton Park Grove Edinburgh		
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	52449 (No.98) 30 Oct. 1990 Fi 3775.10		
C	DISCH. by NATIONWIDE ANGLIA BUILDING SOCIETY, of Standard Security (recorded 18		
J	an. 1989) by ALLAN JAMES LOMAX and CATHERINE JUNE LOMAX, spouses, formerly 9		
	Barnton Fark Grove, now 18 Carfrae Park, Edinburgh, [over ground with house 18 CARFRAE		
	and Distributed at metody, bate 11 dep. 1990.		
	70858 (No.73) 10 Dec. 1990 Fi 4255.28		
\$114,000	Park Grove, now 18 Carfrae Park, Edinburgh — TO WILLIAM SYDNEY MARSHALL CROAN and		
	LESLEY JOYCE CROAN, spouses, 17 Blinkbonny Road, Edinburgh, equally and survivor, - of		
10	the s of s Told 9 Sec 1990	week week arts of the other and shake	
	70859 (Np.74) 10 Dec. 1990 El 4255 20		
	STANDARD SECURITY by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE		
	CROAN, spouses, 17 Blinkbonny Road, Ravelston, Edinburgh - TO NEWCASTLE BUILDING		
anje	SOCIETY, - over the S. of S. Dated 22 Oct 1990		
	13524 (No.36) 10 Apr. 1996 Fi 827.27		
	WILLIAM SYDNEY MARSHALL CROAN and LESLEY IOYCE CROAN both formards 12		
	Blinkbonny Road, Ravelston, Edinburgh, now 18 Carfrae Park, Blackhall, Edinburgh. Dated 6 Apr.		
11	1996.		
nez.	- 18 CARFRAE PARK, RAVELSTON, EDINBURGH.		
100.0	12525 (No 37) 10 Apr 1006		
28년 2011년 11	13223 (10.37) 19 60010779 L. 220075 B. L. 1011 T 141 (SVD100) 10 607111 (60010		
			\sim
Volum	e Pages: Previous Date: 12/1969, Volume ID: 1182, Page No: 36	2 🗸	
· ·			

The most recent Disposition gives details of the current owner(s)

Click on the **View Electronic Search Sheet** button – to return to the electronic continuation of the Search Sheet

5. S.S.		
2114,000	70858 (No.73) 10 Dec. 1990 Fi 4255.28 DISP, by ALLAN JAMES LOMAX and CATHER.INE JUNE LOMAX, spouses, formerly 9 Barnton Park Grove, now 18 Carfrae Park, Edinburgh — TO WILLIAM SYDNEY MARSHALL CROAN and LESLEY, IOYCE, CROAN, spouses, 17 Bilat bonny Road, Edinburgh, canally, and survivor, — of	
mje	the S. of S. Dated 9 Sep 1990	
nje	70839 (No.74) 10 Dec. 1990 FI 4255.30 STANDARD SECURITY by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, spouses, 17 Blinkbonny Road, Ravelston, Edinburgh — TO NEWCASTLE BUILDING SOCIETY. — over the S.ofs. Dated 22 Oct 1990	
	13524 (No.36) 10 Apr. 1996 Fi 827.27 DISCH. by NEWCASTLE BUILDING SOCIETY, - of Standard Security (recorded 10 Dec. 1990) by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, both formerly 17 Blinkboany Road, Ravelston, Edinburgh, now 18 Carfrae Park, Blackhall, Edinburgh. Dated 6 Apr. 1996.	
ne.	- 18 CARFRAE PARK, RAVELSTON, EDINBURGH.	
Ile	13525 (No.37) 10 Apr. 1996 STANDARD SECURITY for £60,275 &cz., by WILLIAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, spouses, 18 Carfrac Park, Blackhall, Edinburgh - TO BRISTOL AND WEST BUILDING SOCIETY, - over ground, with house 18 CARRAE PARK, RAVHLSTON, EDINBURGH, referred to in Disn, to Abbey Road Mulding Society, recorded 22 May 1944 Duted 21 May 1995	
Vol 1 Sheet Numbe	ume Pages: Previous Date: 12/1969 , Volume ID: 1182 , Page No: 362 ♥ er: £ View Search Sheet	
	View Electronic Search Sheet	Return to Results

The current owners of 18 Carfrae Park are William Sydney Marshall Croan and Joyce Croan recorded the 10 Dec 1990 and they paid £114,000

They have one Standard Security (loan) with the Royal Bank of Scotland PLC recorded 1 Sep 2004

ch Sheet Search	Search Cr	iteria:	COUNTY=Midlothian; NUMBER=66453	
Details				
il Details	Subjects	Of Search		
iment Conv	Number	Description	Letter and the second	From
Jest	1	ground, with in Disp. to Ab	house ?q18?nCARFRAE PARK?z, EDINBURGH thereon, referred to bey Road, Building Society, recorded 22 May 1934.	FROM II Se Vol.1182 Fo
	STANDARD	SECURITY I	for £65,000 £c., by William Sybney MarsHall Croan ar 18 Carfree Park, Blackhall, Ediphurgh - TO DUNFERN	ici II. INF
	BUILDING thereon, May 1934	SOCIETY, - referred t . Dated 19	over ground, with house 18 CARFRAE PARK, EDINBURG o in Disp. to Abbey Road, Building Society, recorde Mar. 1999.	H :d 22
	20738 (N DISCH. b Mar. 199 Carfrae - 18 CAR	o.16) O1 Se y DUNFERMLI 9) by WILLI Park, Edinb FRAE PARK,	Fi EP.2004 Fi ENE BUILDING SOCIETY, - of Standard Security (record IAM SYDNEY MARSHALL CROAN and LESLEY JOYCE CROAN, bo Durgh. Dated 27 Jul. 2004. EDINBURGH.	894.22 Wed 26 Wth 18
	20739 (N <u>STANDARD</u> JOYCE CR Edinburg EDINBURG	(0.17) <u>01</u> Se SECURITY f COAN, spouse th - TO ROYA CH. Dated 26	Fi for £120,000 by WILLIAM SYDNEY MARSHALL CROAN and LE s, formerly 17 Blinkbonny Road, now 18 Carfrae Park L BANK OF SCOTLAND PLC, - over subjects 18 CARFRAE Jul. 2004.	894.23 SLEY , PARK,

Click on the **Sasine Register link** – to return to the Sasine Register main Menu

Register Sasine Regist	er Judicial R	egisters Informa	ation Services Customer Servi	ces	Hide
gisters Direct -	Sasine	Register:	View Electronic S	earch Sheet Number 6	6453
entment Book	Search Si	ummary	pirdou 0		
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ch Sheet Search	Search Cr	iteria:	COUNTY=Midlothian; NUN	/BER=66453	
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il Details	Subjects	Of Search			
mont Conv	Number	Description			From
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	STANDARD LESLEY J BUILDING thereon, May 1934 20738 (N DISCH. t Mar. 199 Carfrae - 18 CAF 20739 (N STANDARD	 SECURITY for OVCE CROAN, SOCIETY, - (referred to Dated 19 1 Dated 19 2 Do. 16) 01 Sep Dy DUNFERMLINI Dy DUNFERMLINI Dy UNFERMLINI Do. 16) 01 Sep SECURITY for 	r £65,000 &c., by Will. 18 Carfrae Park, Black) over ground, with hous in Disp. to Abbey Road Mar. 1999. .2004 E BUILDING SOCIETY, - d M SYDNEY MARSHALL CROAN rgh. Dated 27 Jul. 2004 DINBURGH. .2004 r 6120 000 by William 6	IAM SYDNEY MARSHALL CROAN and hall, Edinburgh - TO DUNFERML se 18 CARFRAE PARK, EDINBURGH d, Building Society, recorded Fi 8 of Standard Security (recorde N and LESLEY JOYCE CROAN, bot 4. Fi 8 SYDNEY MARSHALL CROAN and LES	INE 22 94.22 d 26 h 18 94.23 LFY

Search by Address Example 2

Example 2 - Shows how to find ownership details when No Search Results are found, or it finds results, but they do not match the address of the property you are searching.

Subjects being Searched 29 Craighouse Terrace Edinburgh

Choose the **Search Sheet Search** menu choice – to start searching the Sasine Register

Information about Scotland's land &	Information about Scotland's land & property						
Land Register Sasine Registe	er Judicial Registers Information Services Customer Services						
Registers Direct -	Registers Direct - Sasine Register						
Presentment Book Search	Sasine Register						
Minute Book Search Search Sheet Search	The Sasine Register is an historical Register of deeds affecting land and is divided corresponding to the geographical counties which divided the country prior to the i 1975.						
	The Sasine Register comprises of:						
	The Presentment Book (Work in progress).						

The system defaults to the Name Search menu option 1993 onwards.

<u>Always initially start your search from 1993 onwards. You will not know at this stage if you will return results from the 1993 onwards search.</u>

Click on the **Address 1993 on** link – to open the Search by Address 1993 onwards window

Land Register Sasine Register Judicial Registers Information Services Customer Services Hi						
Registers Direct - Sasine Register: Search Sheet Name Search 1993 onwards						
Presentment Book Search	Search By: Name 1993 on Name Pre-19	93 Address 1993 on Address Pre-1993 Search Sheet No	»			
Minute Book Search	Fields marked with a $*$ are required.					
Search Sheet Search	* County:	Select a county				
	* Surname:					
	User Reference:					

TIP: When the County field is selected (blue), you can select a county quickly by typing the first letter of the county, e.g. typing C will select CAITHNESS, typing C again will select CLACMANNAN. Using this method you can cycle through all the counties beginning with your chosen letter.

Note: If you are unsure what County your search falls within, then use our County and Places booklet at <u>http://ros.gov.uk/pdfs/towns.pdf</u>

 Land Register
 Sasine Register
 Judicial Registers
 Information Services
 Customer Services
 Hi

 Registers Direct - Sasine Register:
 Search Sheet Name Search 1993 on wards
 Search 1993 on Address 1993 on Address 1993 on Address Pre-1993
 Search Sheet No

 Minute Book Search
 Search By: Name 1993 on Name Pre-1993
 Address 1993 on Address Pre-1993
 Search Sheet No

 Search Sheet Search
 * County:
 Select a county
 Image: County Cou

Click on the drop-down arrow – to display the counties

Select a **County** from the list – to populate the County field

https://www.eservices.ros.gov.uk/ros-rd2-presentation-ui/ros/rd2/presentation/ui/ Angus Search	:h
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Dumfries	
East Lothian	
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ent Book Search By: Name 1993 on Name Pre-1993 Kirkcudbright et Nr	. 1
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ok Search Fields marked with a * are required.	
leet Search Moray	1.34
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Orkney and Zelland	the state
Pethies	The second second
Benfrew	1.000
Boss and Cromaty	
House No: Roxburgh	
Selkirk	
House Name:	
Street Name:	
,	

66

Alternatively click on the **Map** to view the counties, and then hover the mousepointer over a county to view a list of the main Towns & Villages.

s Direct - Sasine Register: Search Sheet Name Search 1993 onwards						
Book	Search By: Name 1993 on Name Pre-1993 Address 1993 on Address Pre-1993 Search Sheet No					
earch	Fields marked with a * are required.					
Search	* County: Select a county					
	* Surname:					
	Forename(s):					





Note: Any Towns or Village registered in more than 1 County is indicated in red, e.g. Aberdeen City is partially in Aberdeen County and partially within Kincardine County for Registration purposes.

rs Direct - Sasine Register: Search Sheet Address Search 1993 onwards					
it Book	Search By: Name 1993 on Name Pre-1993 Address 1993 on Address Pre-1993 Search Sheet No				
: Search	Fields marked with a * are required.				
et Search	* County: M	idlothian 💌 🌆			
	House No:				
	House Name:				
	Street Name:				

The exact match method Registers Direct uses to search its database means that an Address searched against will return only exact matches to the search criteria. There is a trailing wild-card so shorten the criteria if you are unsure of spelling etc. Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. It does not matter whether the text is upper or lower case.

You will often have a better search success if you omit the house or flat number from the address search and allow the system to find all the records for that street name. You can then choose the house or flat number relevant to you from the list of matches found.

Note: You cannot search by District/ Town or Post-code in the Sasine Register, these fields are greyed out/inactive.

Guidance on how to enter Address criteria is available in Appendix B.

A User Reference is optional however it is strongly recommended you use this field to enter a reference for your own use. It will accept up to 30 characters and can contain any combinations of letters and numbers and will be included on prints/ mails and invoices.

Type the criteria for your search in the relevant fields (boxes). Click in the field first before you type. Text can be upper or lower case.

Sasine Registe	er Judicial Registers Information Services	Customer Services	Hide Header
rs Direct -	Sasine Register: Search	Sheet Address Search 1993 onwar	ds
Book	Search By: Name 1993 on Name Pre-19	93 Address 1993 on Address Pre-1993 Search Sheet	No Help[?]
Search	Fields marked with a $*$ are required.		
t Search	* County:	Midlothian	1
	House No:		
	House Name:		
	Street Name:	Craighouse Terrace	
	District:		
	Town:		
	Post Code:		
	User Reference:	DA/1234	
			Search Clear

The Property being searched is 29 Craighouse terrace Edinburgh

Click the **Search** button – to search the Address criteria entered from 1993 onwards

There will be no charge until a Search Sheet is selected.

Sasine Register Judicial Registers Information Services Customer Services Hide Header						
s Direct -	Sasine Register: Search Sh	eet Address Search 1993 onwards	S			
Book	Search By: Name 1993 on Name Pre-1993	Address 1993 on Address Pre-1993 Search Sheet No	Help[?]			
learch Search	Fields marked with a * are required. * County:	Midlothian	ł			
	House No:					
	House Name:					
	Street Name:	Craighouse Terrace				
	District:					
	Town:					
	Post Code:					
	User Reference:	DA/1234				
			Search			

See Page 70 for Address search where "No Search Results found" on the 1993 onwards search

gist	er Judicial Registers Info	ormation Services Customer Services			Hie	de Header	
t-	t - Sasine Register: Search Sheet Name Search Results (1993 Onwards)						
	Search Summary						
	User ID:	airdou0	User Refer	ence:	DA/1234		
	Date Time:	24/10/2011 13:18:20	Search No	.:	2011-033	84255	
	Search Criteria:	COUNTY=Clackmannan; FORENAM	IE: David Ba	ird			
	No Search Results fou	nd		View Image In	dex	Search Again	
ght	2007						

If your Search brings back the message "**No Search Results found,**" Click on the **View Image Index** button. If it finds results, but they do not match the address you are searching, then also click on the **View Image Index** button.

Both these results do not necessarily indicate that there are no entries for the address you searched. It may be that there have been no entries made for that particular address since the Search Sheet was computerised (1993).

The next step would be to search the Pre-1993 records

As in this example no address for **29 Craighouse Terrace** has not been found on the results list.

The next step would be to search the Pre-1993 records

Click on the **View Image Index** button – to open the Index 1959 Onwards window

rs Direct - Sasine Register: Search Sheet Address Search Results (1993 Onwards)							
Book Search t Search	Search Summary User ID: Date Time: Search Criteria:		airdou0 L 10/01/2012 10:09:18 S COUNTY=Midlothian; STREET NAME		User Reference: D. Search No.: 20 ME=CRAIGHOUSE TERRACE)A/1234 2012-00079867
	Found 32 re Search Re	sults sults					
	Select	Property Add 압	lress		Search Sheet	No.(£)	
		CRAIGHOUSE	E TERRACE		View Search	Sheet No. 127	574
		CRAIGHOUSE	TERRACE		View Search	Sheet No. 583	41
		CRAIGHOUSE	TERRACE		No Link to Sea	rch Sheet	
		C5 CRAIGHOU	JSE TERRACE		View Search	Sheet No. 127	483
		2 CRAIGHOUS	E TERRACE		View Search	Sheet No. 397	58
		4 CRAIGHOUS	E TERRACE		View Search	Sheet No. 363	34
	S CRAIGHOUSE6 CRAIGHOUSE6 CRAIGHOUSE10 CRAIGHOUSE10 CRAIGHOUSE11 CRAIGHOUSE		E TERRACE		View Search Sheet No. 33858		58
			TERRACE View Search Sheet No. 53335		35		
			E TERRACE		View Search Sheet No. 72758		
			ISE TERRACE	TERRACE View Search Sheet No. 44770		70	
			ISE TERRACE		View Search 9	Sheet No. 700	4
		12 CRAIGHOU	USE TERRACE View Search Sheet No. 71141		41		
		13 CRAIGHOU	ISE TERRACE	E View Search Sheet No. 12852		52	
		14 CRAIGHOU	AIGHOUSE TERRACE View Search Sheet No. 73873		73		
		16 CRAIGHOU	JSE TERRACE		View Search 9	Sheet No. 727	58
	□ 17 CRAIGHOU □ 24/9 CRAIGHO		ISE TERRACE DUSE TERRACE		View Search Sheet No. 10711 View Search Sheet No. 127726		11 726
		24 CRAIGHOU	JSE TERRACE		View Search	Sheet No. 127	758
		24 CRAIGHOU	JSE TERRACE		View Search Sheet No. 127685		685
	□ 24 CRAIGHOU		JSE TERRACE		View Search Sheet No. 127909		909
Image: State Sta		JSE TERRACE		View Search Sheet No. 34118		18	
		JSE TERRACE		View Search	Sheet No. 487	57	
							<u> </u>
					Refine	View Image In	dex Search Again
The Address indices are the key to finding information on the Search Sheet prior to the computerisation (**Pre-1993**) of the Sasine Register.

These Indices are divided into **pre1959** (1905 to 1959) and **post 1959** (1959 to 1993). Always start with Index 1959 Onwards first

Select the Index you want to view (Index 1959 onwards or Index Pre 1959).

Click on the Search button – to search the Address 1959 onwards records

s Direct -	Sasine Register: Search S	Sheet Address Search Pre-1993
Book	Search By: Name 1993 on Name Pre-199	93 Address 1993 on Address Pre-1993 Search Sheet No Help[?]
Search : Search	Fields marked with a * are required. * County:	Midlothian
	House Number: House Name:	
	Street Name:	Craighouse Terrace
	District: Town:	
	Post Code:	
	User Reference:	DA/1234
	● Index to View:	Index 1959 Onwards
		Search

Note: If it returns "No Search Results found", click on the **Change Index** button and change the Index View to Inde Pre 1959 and Search again

The length of the list is dependent on how many Street names that meet the search criteria.

Click on the first Street Name from the list - to open the Places Image Index page

t Book	Search Summary		Search Summary							
	User ID:	airdou0	User Reference:	DA/1234						
Search	Date Time:	10/01/2012 10:47:47	Search No.:	2012-00080918						
et Search	Search Criteria:	COUNTY=Midlothian; STREE1	NAME=CRAIGHOUSE TERRA	CE						
	Select	Property Address 압								
	Select	Property Address								
		CRAIGHOUSE TERRACE								
		CRAIGHOUSE TERRACE								

Addresses will not be indexed in Street Number order, but in the order of registration (sale). Do not confuse the chronological entry number on the left hand side of the page with the Street Number.

Click on the **Zoom In** button – to increase the image size

Sasine Register:	Index Image							
Search Summary User ID: Date Time: Search Criteria:	airdou0 10/01/2012 11:15:11 COUNTY=Midlothian; ST	REET	User Searc NAME=CR/	Refei :h No AIGHC	rence: : DUSE TERF	[2 RACE	DA/1234 2012-00081670	
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								_
Search	Sheet Number:	_					£ View Search Sheet	
	Previo	ous Pag	ge N	lext P	age	Next Res	Change Index	

Remember to use scroll bars to move around the image when it's enlarged

Look through the **Address Index** - to find the house number and search Sheet number you are looking for

Click on the **Next Result** button (if necessary) - to view the Next Image Result page.

Once you have found the address of the property you are looking for:

Enter the Search Sheet Number into the Search Sheet Number field, and then click on the **£View Search Sheet** button – *to open the search sheet*

Note: This will incur a fee



Note: The system will always open the Electronic Search Sheet first, if one exists. If no electronic Search Sheet exists, then the system will automatically open the oldest Imaged Search Sheet by default.

Printing the Pre-1993 Sasine Search Sheet

Click on the Print button - To open the print window

Note: Search Sheet Image pages can only be viewed and printed individually.



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ers Direct Inform		<u>^</u>	to RD as airdou0 Log o
OF SCOTLAND 'ency out Scotland's land &	Printer Name: Name: Status: Ready Type: RICOH Africio MP C2800 PS	Properties Comments and Forms: Document and Markups	
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	years commencing and Dec. 19 13422 (No.182) Jun. 26. 1	onditions to be observed with respect to suid sul 53. Duted Jan. 16. 1964. 973. 10–10.30 (By Post)	13,825.20.

Click on the **OK** button – to print off this Search Sheet Image page

Click on the Zoom Plus button - to increase the image size



The **Next/Previous** links will only appear next to the Volume pages if there is more than one Search Sheet page. You would then go to the last page and work your way back until you found the most recent Sale.

In this example there is only one page to the Image Search Sheet

The current owners of 29 Craighouse Terrace are Gordon Robert McIlwraith and Katherine Anne McIlwraith recorded 10 Oct 1980 and they paid £32,500 for the property. The McIlwraith's have one mortgage with the The Trustees Saving Bank Of South of Scotland recorded 10 Oct 1980

8598 (No.48) Jul. 26, 1963. 3-4 11,680, 145. DISP. by GOVERNOR & COMPANY OF BANK OF SCOTLAND and Trustees of JAMES ANDERSON, Manufacturing Chemist, sometime Onmidale, East Suffolk Road, thereafter 44 Fountainhall Road, Edinburgh, with consent of and by IAIN FOULIS MUNRO, Civil Servant, 52 Colinton Moins Drive. Edinburgh - TO Woolwich Equitable Building Society, - of the Sol 3 which subjects were last vested in Union Bank of Scotland Limited from whom said Governor & Company acquired right by Act therein mentioned. Deted Jul. 15, 2 16 and 23, 1963. 867 (No.39) Jan. 23. 1964. 2-3 11,775. 65. NOTICE OF PAYMENT OF IMPROVEMENT GRANT of £84, peid by CORPORATION OF CITY OF EDINBURGH to Iain Foulis Munro, Civil Servant, formerly 52 Colinton Mains Drive, Edinburgh, now 29 Craighouse Terrace, Plewlands, Edinburgh, in respect of the S. S. , containing conditions to be observed with respect to said subjects for 10 years commencing 2nd Dec. 1963. Dated Jan. 16, 1964. 13422 (No.182) Jun. 26, 1973. 10-10.30 (By Post) 13.825.20. NOTICE OF PAYMENT OF IMPROVEMENT GRANT of £198 paid by CORPORATION OF CITY OF EDINBURGH to IAIN FOULIS MUNRO, 29 Craighouse Terrace, Edinburgh in respect of House 29 CRAIGHOUSE TERRACE, EDINBURGH, containing conditions to be observed with respect to said subjects for 3 years commencing 18th Apr, 1973. Dated Jun. 19, 1973. DA: (No.66)10 Oct. 1980 10.30-11 28900 16,011.188. DISP, by WOOLWICH EQUITABLE BUILDING SOCIETY, with consent of IAIN FOULIS BISP. by WOOLWICH EQUITABLE BOILDING SOCIETT. With Contain of TAIN POULIS MUNRO, formerly 52 Colinton Mains Drive, now 29 Craighouse Terrace, Edinburgh TO GOR DON ROBERT MelLWRAITH and KATHERINE ANNE MelLWRAITH, spouses, 76 Ashley Terrace, Edinburgh, equally and survivor, — of the S of S Daked 22 and 24 A Sept. 1980. (No.67)10 Oct. 1980 28901 10.30-11 16.011.190. STANDARD SECURITY for £25,000 and further sums, by GORDON ROBERT MCILWRAITH and KATHERINE ANNE MelLWRAITH (subscribing KATHARINE A MelLWRAITH), spouses, 76 Ashley Terrace, Edinburgh -- TO Custodian Trustees of TRUSTEE SAVINOS BANK OF SOUTH OF SCOTLAND, - over the S of S *Dated 16 Sept. 1980. Ũ Remember to use scroll bars to move around the enlarged image 7.96 x 11.69 in ▶ Volume Pages: Date: 12/1969, Volume ID: -591, Page No: 147 💌 Date: 12/1969 , Volume ID: -591 , Page No: 147 Search Sheet Number:

Click on the Sasine Register link – to return to the Sasine Register main Menu



Information about Scotland's land & property

Land Register Sasine Register Judicial Registers Information Services Customer Services

Registers Direct - Sasine Register

 Presentment Book
 Sasine Register

 Search
 Minute Book Search

 Search Sheet Search
 The Sasine Register is an historical Register of deeds affecting land and is divided corresponding to the geographical counties which divided the country prior to the integration 1975.

 The Sasine Register comprises of:
 The Presentment Book (Work in progress).

 When deeds are submitted for Recording the Presentment Book acts as a receipt b (a short precis of the deed) is prepared.

 The Minute Book.

Searching by Search Sheet Number

A property is allocated its own Search Sheet when the first deed affecting the property is recorded. The Search Sheet is given a unique number (the next number in sequence in that Sasines County) and can be identified by County and Search Sheet number e.g. MIDLOTHIAN 260854, from that point onwards.

A Search Sheet contains all the recorded Minutes (precis of deeds) in chronological order so can provide a history of a property e.g. its owners, mortgages etc. Search Sheets were held on paper until around 1993, after that date Search Sheets are stored on computer

If you are not already in the Sasine main menu, then Click on the **Sasine Register** link in the main menu bar – *to go to the Sasine Register menu choices*



Choose the **Search Sheet Search** menu choice – to start searching the Sasine Register

Home Registers Direct Inform	nation Help	You are logged in to RD as
REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land	k property	
Land Register Sasine Regist	er Judicial Registers Information Services Customer Services	н
Registers Direct -	Sasine Register	
Presentment Book Search	Sasine Register	
Minute Book Search Search Sheet Search	The Sasine Register is an historical Register of deeds affecti corresponding to the geographical counties which divided the 1975.	ng land and is divided into 33 div country prior to the introduction
	The Sasine Register comprises of:	
	The Presentment Book (Work in progress).	

The system defaults to the Name 1993 on menu option.

Click on the **Search Sheet No** link – to open the Search Sheet Number Search window

er Sasine Registe	er Judicial Registers Information Services Cu	stomer Services	Hide Header
ers Direct -	Sasine Register: Search Sh	eet Name Search 1993 onward	s
nt Book	Search By: Name 1993 on Name Pre-199	3 Address 1993 on Address Pre-1993 Search Sheet	t No Help
k Search	Fields marked with a * are required.		
et Search	* County:	Select a county	*
	* Surname:		
	Forename(s):		
	User Reference:		
			Search C

- **TIP:** When the County field is selected (blue), you can select a county quickly by typing the first letter of the county, e.g. typing C will select CAITHNESS, typing C again will select Clackmannan. Using this method you can cycle through all the counties beginning with your chosen letter.
- **Note:** If you are unsure what County your search falls within, then use our County and Places booklet at <u>http://ros.gov.uk/pdfs/towns.pdf</u>



Click on the **drop-down arrow** – to display the counties

Select a County from the list - to populate the County field



Alternatively click on the **Map** to view the counties, and then hover the mousepointer over a county to view a list of the main Towns & Villages.

Sasine Reg	Sasine Register Judicial Registers Information Services Customer Services Hide Header							
rs Direct	t - Sasine Register: Search Sheet Numbe	r Search						
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Search	Fields marked with a * are required.							
et Search	* County: Select	a county						
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	User Reference:							
		£ Search Cl						

Click on the County - to import it into your search criteria.



Note: Any Towns or Village registered in more than 1 County is indicated in red, e.g. Aberdeen City is partially in Aberdeen County and partially within Kincardine County for Registration purposes.

Enter the Search Sheet Number

A User Reference is optional however it is strongly recommended you use this field to enter a reference for your own use. It will accept up to 30 characters and can contain any combinations of letters and numbers. This will be presented as part of the print/ email header details and on your invoice.

Sasine Registe	asine Register Judicial Registers Information Services Customer Services Hide Header					
s Direct -	Sasine Register: Search Sheet	Number Search				
Book	Search By: Name 1993 on Name Pre-1993 Addr	ess 1993 on Address Pre-1993 Search Sheet No	Help[?]			
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: Search	* County:	Midlothian				
	* Search Sheet Number:	93884				
	User Reference:	DA/1234				
		[£ Search Clear			

If an Electronic Search Sheet exists then the system will always open the Electronic Search Sheet first. If no electronic version of the Search Sheet exists, then the system will automatically open the Imaged Search Sheet (Pre-1993).

Search Sheets may be Electronic only, Imaged only, or both Electronic and Imaged.

Click on the **£Search** button to open the search sheet

Sasine Registe	asine Register Judicial Registers Information Services Customer Services Hide Header							
s Direct -	5 Direct - Sasine Register: Search Sheet Number Search							
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	* Search Sheet Number:	93884						
	User Reference:	DA/1234						
			£ Search Clear					

This will incur a cost

Printing the electronic Sasine Search Sheet

Click on the **Print Details** or **Email details** hyperlink - to access the Print/email window

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Click on the **Print** button – to print off the details of the electronic part of the Search Sheet

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	This is an electronic Watermarked Copy						

Click on the **Close** button – to return to the electronic Search Sheet

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To view the transactions prior to the 1993 computerised Search

Click on the **View Image Search Sheet** button – to open the oldest page of the imaged Search Sheet

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Click on the Zoom In button to enlarge the Image if necessary



Printing the Pre-1993 Sasine Search Sheet

Click on the Print button - To open the print window

Note: Search Sheet Image pages can only be viewed and printed individually.



Click on the OK button - to print off this Search Sheet Image page

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Note: The most recent sale is underlined in red

The **Next/Previous** links will only appear if there is more than one Search Sheet page.

To quickly move to the last Search Sheet Image Page (most recent)

Click on the **drop down arrow**, and then select the **last Page** – to go to the last Image Search Sheet page



Click on the **View Electronic Search Sheet** button – to open the electronic continuation of the Image Search sheet

441-122	•	
93884	Search Sheet, County of Midlothian.	
27902 (No.153)1 No STANDARD SECURI and DOROTHY LINDA BUILDING SOCIETY, 28098 (No.10)3 Nov. DISCH. by CHELTENH Security (recorded 19 Ja 100/1 Saughton Mains O DISCH. DENEY (NORM	w. 1977 3-4 15,117.74. TY for £9500 and further sums by ALISTAIR MICHAEL BAIRD A BAIRD, spouses, 7 Roseburn Place, Edinburgh — TO FALKIRK - over the S of S. Dated 25 Oct 1977. .1977 10-10.30 (By Post) IAM AND GLOUCESTER BUILDING SOCIETY, —of Standard In. 1971) by KENNETH BURNS JEFFREY, Salesman, formerly Jardens, now 192 Carrick Knowe Road, Edinburgh, — [over House	
49860 (No.298) 26 (NOTICE OF PAYMEN COUNCIL to <u>A BAIR</u>) KNOWE ROAD, EDIN Dated 1 Apr. 1984, 99169 (No.135) 15 STANDARD SECURI	E ROAD, EDINBURGH &c.]. Dated 31 Oct. 1977. Oct. 1984 17,921.106. NT OF REPAIRS GRANT OF £67 by CITY OF EDINBURGH DISTRICT D. 192 Carrick knowe Road, Edinburgh, in respect of house 192 CARRICK IBURGH, containing conditions to be observed for 5 years from 28 Mar. 1984. Feb. 1989 20,779.137. TTY for £3000 and further sums by AUSTAIR MICHAEL BAIRD and	
DOROTHY LINDA B. NORTHERN ROCK	AIRD, spouses, 192 Carrick Knowe Road, Corstorphine, Edinburgh – TO BUILDING SOCIETY, – over the SOFS. Dated 26 Jan	
Volume Pages: Prev h Sheet Number:	tious Date: 12/1969 , Volume ID: -441 , Page No: 122 ▼ £ View Search Sheet	
	View Electronic Search Sheet	Search Again

The current owners of 192 Carrick Knowe Road Edinburgh are Alistair Michael Baird and Dorothy Linda Baird recorded 1 Nov 1977 and they paid £11,500

They have one Standard Security (loan) over the property with Northern Rock PLC recorded 30 Dec 1998

Click on the Sasine Register Link – to return to the Sasine Register main menu

e Sasine Regist	er Judicial R	egisters Infor	mation Services Customer Servi	ces	F
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Click on the **Registers Direct** link – to return to the Registers Direct main menu

Home Registers Direct Infor	mation Help You are logged in to RD
REGISTERS OF SCOTLAND Executive Agency Information about Scotland's land	8 property
Land Register Sasine Regist	er Judicial Registers Information Services Customer Services
Registers Direct -	Sasine Register
Presentment Book Search	Sasine Register
Minute Book Search	
Search Sheet Search	The Sasine Register is an historical Register of deeds affecting land and is divided into 33 corresponding to the geographical counties which divided the country prior to the introduct 1975.
	The Sasine Register comprises of:
	The Presentment Book (Work in progress).
	When deeds are submitted for Recording the Presentment Book acts as a receipt book and (a short precis of the deed) is prepared.
	The Minute Book.
	All the Minutes (Recorded deeds) are published by county, in their order of presentment, in known as Minute Books.
	The Search Sheet.



APPENDIX A

PERSONS NAME SEARCH GUIDELINES

The list below shows examples of how to enter the more common types of name criteria into the various criteria fields.

Among the many millions of entries in the Registers a few may occur where the order of words in types of names and addresses is of a different order to what is expected. Registers of Scotland systematically overhaul their data to rectify any anomalies. This should be borne in mind when entering search criteria.

The examples below conform to the Agency's indexing guidelines. However, should you suspect that results are incomplete you should be prepared to be flexible with or to widen your criteria.

The list provides guidelines only and is not exhaustive.

GENERAL GUIDELINES

Don't enter "TRUSTEES OF", "EXECUTORS OF", "PARTNERS OF", "FIRM OF" etc.

Don't search under the names of Trustees or the names of Executors. You can however search under the individual names of Partners to a firm.

Married women

Where both the maiden and married names are included eg

Search criteria	Enter	
MARY SMITH or	Surname field:	SMITH
JONES	Or	
	Surname field:	JONES
	Forename field:	MARY

Hyphenated names

Surnames with a hyphen

Search criteria	Enter	
MELANIE GLEN-	Surname field:	GLEN-HOLMES
HOLMES	Forename field:	MELANIE

Prefixed surnames

Search criteria	Enter		
TONY DE COSTA	Surname field:	ame field: DE COSTA	
	Forename field:	TONY	

Executors

"Executors of", "Trustees of", "Earl of", "City of" etc. should be ignored eg

Search criteria	Enter	
EXECUTORS OF	Surname field:	WHITE
MARY WHITE	Forename field:	MARY

Mc/Mac

Enter the name as it appears, eg MACKINNON, MCARDLE etc. REGISTERS DIRECT will automatically search for both Mc and Mac.

COMPANY NAMES

There are many different types of company names. The examples below show the more common types.

Search criteria	Enter	
GEORGE WIMPEY	Surname field:	WIMPEY AND CO
AND CO LIMITED		LIMITED
	Forename field:	GEORGE

Search criteria	Enter	
STUART MILNE	Surname field:	MILNE LIMITED
LIMITED	Forename field:	STUART

Search criteria	Enter	
Firm Of TASTYBITE	Surname field:	TASTYBITE
("Firm Of" is not	Forename field:	-
entered)		

Search criteria	Enter	
THE FIRM OF	Surname field:	FAIRGRIEVE AND
FAIRGREIVE AND		BROWN LIMITED
BROWN LIMITED	Forename field:	-
("Firm Of" is not		
entered)		

Search criteria	Enter	
FRANK BARNS	Surname field:	BARNS LIMITED
LIMITED	Forename field:	FRANK

Search criteria	Enter	
GOVERNOR AND	Surname field:	BANK OF SCOTLAND
COMPANY OF BANK	Forename field:	-
OF SCOTLAND (In this		
case the text		
GOVERNOR AND		
COMPANY OF does not		
need to be entered)		

Search criteria	Enter	
T S B BANK	Surname field:	T S B BANK
SCOTLAND PLC		SCOTLAND PLC
(Spaces should be	Forename field:	-
Initials T, S and B)		

Search criteria	Enter	
3 I PLC (Spaces should	Surname field:	3 I PLC
be entered between the	Forename field:	-
initials)		

Search criteria	Enter	
R M MANN AND SONS	Surname field:	MANN AND SONS
(Spaces should be	Forename field:	RM
entered between the		
initials R and M)		

Nobility

Search criteria	Enter	
DUKE OF ARGYLL	Surname field:	DUKE OF ARGYLL
	Forename field:	-

Search criteria	Enter	
SIR CHARLES MARK	Surname field:	DALRYMPLE
DALRYMPLE (SIR is	Forename field:	CHARLES MARK
ignored)		

Search criteria	Enter	
LORD OLIVER	Surname field:	LORD OLIVER
	Forename field:	-

Miscellaneous

Search criteria	Enter	
SECRETARY OF	Surname field:	SCOTLAND
STATE FOR	Forename field:	SECRETARY OF
SCOTLAND		STATE FOR

Search criteria	Enter	
CITY OF EDINBURGH	Surname field:	EDINBURGH COUNCIL
COUNCIL (CITY OF is	Forename field:	-
not entered)		

PROPERTY ADDRESS SEARCH GUIDELINES FOR THE REGISTER OF SASINES

Postal addresses

The list below shows examples of how to enter the more common types of name criteria into the various criteria fields. The list provides guidelines only and is not exhaustive. District and Town are not searchable in the Sasines Register.

If you are unsure of the street number then search only the street name and trawl through the result for the number you want.

Don't enter the town except for HIGH STREET and MAIN STREET eg HIGH STREET, EDINBURGH or MAIN STREET, HADDINGTON (use a comma between the street name and the town).

Search criteria	Enter	
20 RANKIN ROAD,	House Number field:	20
EDINBURGH (This	House Name field:	-
search will reveal all the	Street Name field:	RANKIN ROAD
20 Rankin Roads in the		
county)		

Search criteria	Enter	
Flat 18/3 UNION	House Number field:	
STREET, ABERDEEN	House Name field:	18/3
(This will search for an	Street Name field:	UNION STREET
exact match for 18/3		
UNION STREET)		

Search criteria	Enter	
23 HIGH STREET,	House Number field:	23
ELGIN	House Name field:	-
	Street Name field:	HIGH STREET, ELGIN

Search criteria	Enter	
ROSE COTTAGE, in	House Number field:	-
the village of TEMPLE	House Name field:	ROSE COTTAGE
(Where a House Name	Street Name field:	TEMPLE
and Town could be		
considered as a postal		
address both House		
Name and Town are		
entered. The Town is		
entered in the Street		
Name field)		

Search criteria	Enter	
25 ACRES ON THE	House Number field:	-
ROAD FROM PATH	House Name field:	-

FIELD TO WHITEN	Street Name field:	PATHFIELD TO
(Only the description of		WHITEN
the road should be		
entered)		

Search criteria	Enter	
RIVER TAY	House Number field:	-
	House Name field:	-
	Street Name:	RIVER TAY

Search criteria	Enter	
LOCH NESS	House Number field:	-
	House Name field:	-
	Street Name:	LOCH NESS

Search criteria	Enter	
BRIDGE OF AWE	House Number field:	-
	House Name field:	-
	Street Name:	BRIDGE OF AWE

Appendix B

DEED TYPES

The following is an alphabetical list (not exhaustive) of some of the common deed types. The deed type is followed by the abbreviation for the deed type that will be shown in the minute.

ASSIGNATION OF LEASE (ASSIG.)

A deed that is used to transfer a tenant's interest in an existing lease to a new tenant.

ASSIGNATION OF STANDARD SECURITY (ASSIG.)

The Creditor's interest in a Standard Security may be transferred to a different creditor by means of an Assignation.

BOND AND DISPOSITION IN SECURITY (BOND)

Before 1970 when the Standard Security was introduced, this was one of the two ways of obtaining a loan over heritable property (the other being an Ex Facie Absolute Disp.).

There are two separate elements to a Bond and Disp.

 the Bond, whereby the Debtor binds himself to repay the loan, and
 the Disposition, whereby the Debtor transfers his interest (as a form of Security) to the Creditor. The Debtor could only be divested of his real interest if he defaults in the repayment of the loan.

Once the Debtor has repaid all the money, a Discharge of the Bond would be granted.

COMPULSORY PURCHASE ORDER

Powers of compulsory purchase have been granted by statute to such bodies as government departments and local authorities.

A Compulsory Purchase Order is prepared by the acquiring authority and is recorded in the Sasine Register. The order does not by itself transfer the property that it affects. It must be followed by a title in favour of the acquiring authority. The purpose of the recording is to warn any person searching the Register that the property is about to be acquired compulsorily.

CONTRACT OF EXCAMBION

A Contract of Excambion is drawn up to effect an exchange of property. It is usually used when a small area of ground is exchanged for another, although it is not unknown for two houses to be exchanged.

It is used as an alternative to drawing up two separate Dispositions.

DEED OF CONDITIONS

A Deed of Conditions is usually effected by someone who owns a large area of ground (e.g. Wimpey Homes, Angus Council). The deed is used to narrate all the conditions that apply to the whole area. When parts of the land are sold off, a reference will be made to the recorded Deed of Conditions in the breakaway deeds. This prevents the need for repetition of all the conditions in every deed.

DEED OF RESTRICTION

A Deed of Restriction is used to release part of a property from a Standard Security. These deeds are often seen on the Search Sheets for large estates. When the builder is ready to sell off an individual plot, a Deed of Restriction is granted to exclude the plot from any Standard Securities over the major area. Deeds of Restriction are granted by the Creditor in the Standard Security. The house plot is disburdened from the Standard Security and the new owners are free from any liability to repay the loan.

DEED OF SERVITUDE

A Deed of Servitude is drawn up when the owners of two adjacent properties agree that a right be granted over one of the properties in favour of the other. They commonly create rights of access or the right to lay and maintain pipes.

DEED OF VARIATION

A Deed of Variation is granted to alter the provisions in a Standard Security, e.g. a change to the amount of the loan, or in the number of persons liable to repay.

DISCHARGE (DISCH.)

When a loan has been repaid, the creditor grants a Discharge of the Standard Security in favour of the debtor. This deed clears the property of the outstanding burden of the Standard Security.

DISCHARGE OF BOND

Before 1970 a Bond and Disposition was a common way of obtaining a loan (see separate entry). A Discharge is recorded once the loan has been repaid.

DISCHARGE OF EX FACIE ABSOLUTE DISPOSITION

Before 1970 (when the Standard Security was introduced) an Ex Facie Absolute Disposition was another common way of obtaining a loan (see separate entry). The granting of a Discharge has the effect of returning the property from the Creditor to the Debtor (i.e. it Discharges the loan). A Reconveyance has the same effect. (See separate entry.)

DISCOUNT STANDARD SECURITY (STANDARD SECURITY (in respect of discount))

When a Local Authority gives an existing tenant a discount on the purchase price of a council house, it imposes certain conditions on the buyer.

Usually the buyer is not allowed to sell the property within a specified period, unless some, or all, of the discount is repaid.

The discount is given, and the conditions imposed, by way of a Discount Standard Security.

DISPOSITION (DISP.)

The granting of a Disposition transfers the Granters whole right, title and interest in the property to the Grantee.

DISPOSITION (IN VIRTUE OF POWER OF SALE)

The Creditor in either a Standard Security or a Bond and Disposition in Security, has, by Statute, a power of sale. This entitles them to sell the security subjects if the debtor defaults in payment of the sum borrowed. After they have carried out the procedure laid down for such a sale*, the creditor grants a Disposition (in virtue of power of sale) to the new purchaser.

*(the subjects must be advertised and the price must be the best that can be reasonably obtained).

EX FACIE ABSOLUTE DISPOSITION (DISP. in minute, V. C. Disp. noted in margin)

Before 1970, when the Standard Security was introduced, this was one of two ways of obtaining a loan over heritable property (the other being a Bond and Disposition).

On the face of it, an Ex Facie Absolute Disposition was an absolute transfer of heritable property by the debtor to the creditor. However, there was an agreement drawn up between debtor and creditor, whereby the creditor was bound to return the property to the debtor on repayment of the loan. The property is returned to the debtor by either a Reconveyance or a Discharge.

FEU CONTRACT (FEU CON.)/FEU CHARTER (FEU CH.)/FEU DISPOSITION (FEU DISP.)

A Feu Deed transfers the title of the property, and creates a feudal relationship between the Granter and the Grantee. (See section on Superiority).

GENERAL VESTING DECLARATION

Recording a General Vesting Declaration is a common method of compulsory acquisition. A Compulsory Purchase Order is prepared by the acquiring authority, but there is no statutory requirement that it be recorded. A G.V.D is then drawn up and recorded. The description in a C.P.O lists the individual properties being purchased and the owners of these properties. The description in a G.V.D is usually a composite one, which describes the whole area that comprises the separate properties.

LEASE

The Granter (or Landlord) of a lease lets property to the Grantee (or tenant) for a specific period (or term). The tenant will normally pay the landlord an annual sum of money (rent, or a one off payment) in return for the use of the property, and will agree to abide by certain conditions imposed by the landlord. At the end of the term, the tenant's interest in the lease reverts to the landlord. Only long leases (i.e. leases that specify a term of more than 20 years) are recordable in the Sasine Register. Since 1 Sep. 1974, property let on a long lease may not be used as a private dwelling house.

Short Leases may be recorded in the Books of Council and Session.

MINUTE OF WAIVER

A Minute of Waiver is a deed normally granted by a superior in favour of a vassal. This deed is drawn up when one of the original feuing conditions is changed, e.g. a typical condition in a feu deed may be that the vassal is prohibited from building a garage. At a later date the vassal may approach the Superior and ask them to change or waive that particular condition. If the Superior agrees to the change, a Minute of Waiver is recorded. The vassal normally has to pay the superior a sum of money (usually nominal) in return for waiving the terms of a condition.

NOTICE OF PAYMENT OF IMPROVEMENT/REPAIRS GRANT

This deed narrates shows that a grant of money has been made by a local authority to a proprietor to assist with the expenses of improving or repairing their house. It burdens (i.e. creates conditions over) the property for a specified period of time

NOTICE OF TITLE

This is a deed prepared by a lawyer or Notary Public which states that particular persons have right to certain property. It becomes effective when recorded in the Sasine Register, and it narrates details of the documents that conferred the persons right to the property (e.g. through a Will, or by Act of Parliament, etc.).

RANKING AGREEMENT

A Ranking Agreement agrees the ranking between creditors who are both party to Standard Securities over one property. Ranking is the order of preference given to two or more recorded Standard Securities granted over the same subjects. If a debtor has granted more than one heritable security over the same subjects and defaults in payment of any of these securities the ranking of each security becomes of practical importance. A creditor who ranks preferred to the other creditors can satisfy his debt fully before any other creditor can begin to satisfy his claim.

Standard Securities are normally ranked in order of recording. Some may be regulated differently by the recording of a ranking agreement. Others contain a clause claiming equal ranking; this means that each creditor could be paid from the proceeds of a sale, but only in proportion to the amount of their Standard Securities.

RECONVEYANCE

A Reconveyance is one of two ways of discharging an Ex Facie Absolute Disposition (the other being a Discharge). On repayment of the loan, the Creditor reconveys (gives back) the subjects to the debtor, or their successor.

RENUNCIATION OF LEASE

When a tenant wishes to terminate their lease before the end of the agreed term, they may grant a renunciation in favour of the Landlord. The lease is then at an end. On the Search Sheet the Renunciation would effectively carry the subjects from the tenant's Search Sheet back to the Landlord's Search Sheet.

STANDARD SECURITY

The Conveyancing and Feudal Reform (Scotland) Act 1970 introduced the Standard Security as the deed by which a loan is obtained over heritable property. In return for a loan advanced by the lender (creditor), the borrower (debtor) puts up the property as security for the loan.