

# FILING INSTRUCTIONS

## RELEASE 234

Below are the filing instructions for Release 234 of *Precedents for the Conveyancer*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 233 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit the subscriber information page at [www.sweetandmaxwell.co.uk](http://www.sweetandmaxwell.co.uk).

If you discover that pages are missing, or that you do not have the most recent version of a page, please complete our online form at  
<http://www.sweetandmaxwell.co.uk/customer-support/subscriptions/order-missing-pages.aspx>.  
 If you are missing a whole release or volume please email [TRLUKI.CS@thomsonreuters.com](mailto:TRLUKI.CS@thomsonreuters.com).

	<i>Remove old pages</i>	<i>Insert new pages</i>
<b>VOLUME 1</b>		
<b>Preliminary pages</b>		
	Filing Instructions 1 – 4	Filing Instructions 1 – 4
	Checklist 1 – 10	Checklist 1 – 10
<b>Service Information</b>		
	Service Information 3 – 4	Service Information 3 – 4
	Service Information 7 – 8	Service Information 7 – 8
	[RB1] – [RB2]	[RB1] – [RB2]
	Title Page	Title Page
<b>Tables</b>		
<b>Contents</b>	xvii – xviii	xvii – xviii
	xxxiii – xxxvi	xxxiii – xxxvi
<b>Cases</b>	Main Table of Cases: 1 – Main Table of Cases: 28	Main Table of Cases: 1 – Main Table of Cases: 28
<b>Statutes</b>	Main Table of Statutes: 1 – Main Table of Statutes: 22	Main Table of Statutes: 1 – Main Table of Statutes: 24
<b>Statutory Instruments</b>	Main Table of Statutory Instruments: 1 – Main Table of Statutory Instruments: 10	Main Table of Statutory Instruments: 1 – Main Table of Statutory Instruments: 10
<b>Section 3: Executors and Administrators</b>		
	1151 – 1152	1151 – 1152
<i>*Please do not remove 1156/1 to 1156/2</i>	1155 – 1156*	1155 – 1156
	1159 – 1160	1159 – 1160

	<b><i>Remove old pages</i></b>	<b><i>Insert new pages</i></b>
	1163 – 1168	1163 – 1168
<b>Section 5: Landlord and Tenant</b>		
	1305 – 1306	1305 – 1308
<b>You have now finished filing Volume 1</b>		
<b>VOLUME 2</b>		
<b>Service Information</b>		
	Title Page	Title Page
<b>Tables</b>		
<b>Contents</b>	xvii – xviii	xvii – xviii
	xxxiii – xxxvi	xxxiii – xxxvi
<b>Section 5: Landlord and Tenant cont.</b>		
<i>*Please do not remove 2576/3 to 2576/10</i>	2576/1 – 2576/2*	2576/1 – 2576/2/2
	2648/49 – 2648/50	2648/49 – 2648/60
<b>Section 6: Licences</b>		
	3001 – 3002	3001 – 3002
	3010/1 – 3014/2	3011 – 3014/4
	3021 – 3022	3021 – 3022
	3025 – 3026	3025 – 3026
	3031 – 3032	3031 – 3032
	3037 – 3038	3037 – 3038
	3041 – 3042	3041 – 3042
	3047 – 3048	3047 – 3048
	3051 – 3052	3051 – 3052
	3059 – 3060	3059 – 3060
	3069 – 3070	3069 – 3070
	3075 – 3078	3075 – 3078
	3082/11 – 3082/14	3082/11 – 3082/14
	3088/1 – 3088/2	3088/1 – 3088/2
	3094/1 – 3094/2	3094/1 – 3094/2
	3107 – 3108	3107 – 3108
	3111 – 3112	3111 – 3112
	3116/1 – 3116/2	3116/1 – 3116/2
	3119 – 3120	3119 – 3120
	3123 – 3124	3123 – 3124
	3128/1 – 3128/2	3128/1 – 3128/2
	3129 – 3132	3129 – 3132
<b>Section 7: Mortgages of Land: General</b>		
	3331 – 3332	3331 – 3332
	3468/5 – 3468/6	3468/5 – 3468/6
	3469 – 3526	3469 – 3530

	<i>Remove old pages</i>	<i>Insert new pages</i>
<b>Section 8: Mortgages of Land: Registered Land</b>		
<i>*Please do not remove 4006/2/1 to 4006/4</i>	4005 – 4006/2*	4005 – 4006/2
<i>*Please do not remove 4006/8/1 to 4006/8/2</i>	4006/5 – 4006/8*	4006/5 – 4006/8
<b>You have now finished filing Volume 2</b>		
<b>VOLUME 3</b>		
<b>Service Information</b>		
	Title Page	Title Page
<b>Section 16: Vendor and Purchaser: Pre-contract documents and contracts</b>		
	8001 – 8004	8001 – 8004
	8015 – 8018	8015 – 8018
	8179 – 8180	8179 – 8180/12
	8231 – 8232	8231 – 8232
<b>Section 17: Vendor and Purchaser: Transfers and Assignments</b>		
	8501 – 8502	8501 – 8502
	8507 – 8516	8507 – 8516
	8541 – 8542	8541 – 8542
	8545 – 8560	8545 – 8560
	8562/1 – 8562/2	8562/1 – 8562/12
<b>Section 19: Miscellaneous</b>		
	9869 – 9872	9869 – 9872
<b>Index</b>		
	Index:1 – Index: 26	Index:1 – Index: 26
<b>You have now finished filing Volume 3</b>		
<b>You have now finished filing this release.</b>		

