

## PRACTICE CIRCULAR 4 OF 2016

To All Law Firms / Law Organisations

### **(A) Electronic lodgment of more instruments without paper lodgment**

1. As part of our ongoing effort to move progressively towards a fully electronic environment, I am pleased to announce that effective 3 October 2016, the Land Titles Registry (Registry) will dispense with the requirement to lodge the hard copies of the following instruments after they have been lodged electronically:

- a) Application to Correct Data;
- b) Application to Note Change of Name;
- c) Notice of Death;
- d) Application to Notify Total Discharge of Charge;
- e) Application to Notify Partial Discharge of Charge;
- f) Total Discharge of Mortgage;
- g) Partial Discharge of Mortgage; and
- h) Request to Vest Land in the Republic of Singapore pursuant to the Determination of State Title.

2. Consequently, the parties to the above instruments will no longer be required to sign the hard copies of the instruments. However, the instruments must be signed digitally by the solicitors on behalf of the parties to the instruments.

3. Lodgment of the hard copies of the above instruments executed prior to 3 October 2016 will continue to be accepted by the Registry. For such instruments, solicitors are required to state clearly in ink the date of execution e.g. "Executed on DD/MM/YYYY" or "Executed prior to 3 October 2016".

### **(B) Forms**

The new forms for the above 8 instruments are available at [www.stars.gov.sg](http://www.stars.gov.sg).

Date: 20 September 2016

BRYAN CHEW  
REGISTRAR OF TITLES