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REPUBLIC OF SINGAPORE



Circular No : 3/2000  
Our Ref : LO(F)12.5.1  
Date : 21 Aug 2000

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## **CIRCULAR TO PROFESSIONAL INSTITUTES AND GOVERNMENT BODIES**

### **NEW PROCESS FOR DIRECT SALE OF REGULAR STATE LANDS**

- 1 The Land Office has implemented a new process for the direct sale of regular State Land as part of its continual efforts to improve service to the public. The new process will reduce considerably the time taken for the whole transaction; fix the material date of valuation and incorporate a formalised avenue for an applicant to discuss with Chief Valuer issues pertaining to the assessment of land premium up-front, pending issuance of a formal offer. The new process takes effect from 31 Jul 2000.
- 2 Details of the new process are as follows:
  - a The Land Office will issue a Notice of Preliminary Terms and Conditions (NPTC) to an applicant within 8 weeks (for 80% of all cases) from the date of receipt of his application. The NPTC serves to
    - inform the applicant of the State's willingness to sell the State land;
    - convey all the other terms and conditions of sale except the premium payable to be assessed by Chief Valuer; and
    - apprise the applicant of the parameters used for valuation.

- b The material date of valuation will be pegged to the date of the NPTC.
  - c The applicant is required to submit his indication of the fair market value of the State Land to Chief Valuer and Land Office within 2 weeks from the date of the NPTC. The fair market value should be substantiated by a valuation report including all relevant information used in supporting his value.
  - d The Chief Valuer will convey his assessment of the premium for the State Land to the applicant and Land Office within 6 weeks of the NPTC.
  - e If the applicant disagrees with the premium assessed by Chief Valuer, he is required to submit a written request to Chief Valuer for a meeting to clarify and discuss any differences in opinion of the assessed premium within 10 days of Chief Valuer's letter conveying the assessed premium. The applicant has to state clearly his grounds of contention for Chief Valuer to consider.
  - f The Chief Valuer will then meet the applicant to clarify and discuss any differences in opinion of the value. Such discussions must be completed within 4 weeks from the date of Chief Valuer's letter conveying the assessed premium (in para d).
  - g At the end of 4 weeks or earlier, Chief Valuer will convey his final decision on the assessed premium of the State Land to Land Office for the issuance of a formal offer for the sale of the State Land.
  - h The formal offer will be valid for 6 weeks for the applicant to accept with payment of full premium. No extension will be given unless the applicant can provide very good justifications.
- 3 The new process is not applicable to direct sale of remnant State Land incapable of independent development and pure lifting of title restriction cases which will be based on the DC table of rates.
- 4 Applications for alienation of State Land are to be submitted using the prescribed Application Form. A copy of the Application Form is available in our website at <http://www.gov.sg/minlaw/lo/online-forms.html>.

- 5 I would appreciate it if you could convey the contents of this circular to members of your organisation. If you have any queries concerning this circular, please feel free to contact our officer, Mr Timothy Chan Yew Lun at Tel: 3238106.
- 6 Thank you.

Sgd  
PANG BOON YOUNG  
DIRECTOR  
ALIENATION DIVISION  
for COMMISSIONER OF LANDS

cc LO(C)11.1.43-V3