

---

## **Part 6 : MATTERS RELATING TO LODGMENT UNDER THE REGISTRATION OF DEEDS ACT**

---

### **1 Procedure for Lodgment/Acceptance/Rejection of Deeds/Documents Rule 13(4) Registration of Deeds (Amendment) Rules 1994**

#### **a) Acceptance of Deeds without Preliminary Checking**

On payment of the fees, the Registry of Deeds accepts deeds and documents without preliminary checking.

#### **b) Time Period for Notification of Objection**

If the deed/document is not acceptable for registration, the Registry informs the solicitors on the same day of lodgment.

#### **c) Notification of Objection**

A copy of the objection notice and the rejected deed/document are returned to the law firm's representative.

#### **d) No Refund of Fees**

There is no refund of the registration fee if a deed/document is rejected. When the deed/document is re-lodged, fresh registration fees must be paid.

#### **e) Statement to Withdraw or Authorisation to the Registrar to proceed with registration of other deeds/documents in the set**

Where there are 2 or more deeds/documents in a set, the solicitor is required to state on the Lodgment Form at the time of lodgment whether, in the event that any one of the documents is not in order and is to be rejected, he wishes:

- i) to withdraw all the deeds/documents in the entire set from registration (in which case no fees will be refunded); or
- ii) the Registrar to register the other deeds which are in order.

Note: - Where there is no statement by the solicitor, the Registry shall assume that (ii) applies and shall register the other deeds which are in order.

- Solicitors are requested to state their option on the lodgement form.

#### **f) Omission to Raise Other Grounds of Objection**

If when rejecting a deed/document on a ground of objection, the Registry does not also raise other grounds of objection, a fresh lodgment fee will not be payable should the Registry subsequently reject the deed/document on those other grounds. Solicitors are requested to attach a copy of the Objection Notice to the amended document when it is re-lodged for registration.

## 2 **Additional information required to be stated in caveats lodged under the Registration of Deeds Act**

### **Section 8 of the Registration of Deeds Act and Rule 29 of the Registration of Deeds Rules**

Caveats lodged by purchaser/sub-purchasers are required to show the following information:

- (i) The purchase price.
- (ii) The date of the contract/when the option was exercised.
- (iii) If the caveator is a natural person, the caveat must also show:
  - Citizenship status;
  - NRIC number/Unique Identification Number (UIN)/ Foreigner Identification Number (FIN), Passport Number; and
  - Permanent resident status if the caveator is not a Singapore citizen.
- (iv) If the caveator is a body corporate, the caveat must also show:
  - Place of incorporation; and
  - Registration number, if any, assigned by the Registrar of Companies.

## 3 **Declaration for Severance of a Joint Tenancy**

3.1 Section 66A of the Conveyancing and Law of Property Act (Chapter 61) provides that a joint tenant may sever a joint tenancy of an estate or interest in land by a deed of declaration and by serving a copy of the deed of declaration personally or by registered post on the other joint tenants.

3.2 The form for Declaration of Service of Notice proving due service of notice on the other joint tenants (Rule 29B of the Registration of Deeds Rules), which is to be filed with the Deed of Declaration for Severance of a Joint Tenancy at the Registry of Deeds, is shown in Annex 6A.

[To be lodged with the Deed of Declaration for Severance of a Joint Tenancy  
lodged at the Registry of Deeds -  
Rule 29B Registration of Deeds (Amendment) Rules 1994]

**STATUTORY DECLARATION OF SEVERANCE OF JOINT TENANCY**

*Declarant's Full Name & Address* I, ....., NRIC No ..... of  
..... HEREBY do solemnly and sincerely declare  
that:

- Remaining Joint Tenant's Full Name & Address*
- (1) I have made a Deed of Declaration of Severance of Joint Tenancy dated ..... in respect of the estate and interest for the land hereinafter described which I hold together with .....; and
  - (2) I have served a copy of the Deed of Declaration on the other co-tenants stated in paragraph (1) personally/by registered post\* on .....

<i>Description of Land</i>	MK	TS	Lot	Property Address
				Whole/Shares in Land

And I make this solemn dclaration by virtue of the provisions of the Oaths and Declarations Act (Cap. 211), and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

Declared at Singapore by the abovenamed  
.....  
this ..... day of .....

Before me  
  
Commissioner for Oaths