

PRACTICE CIRCULAR 6 OF 2006

To All Law Firms / Law Organisations

(A) Application to issue a Subsidiary Certificate of Title (SCT) for a leasehold estate in a HDB flat comprised in a Lease

Where the duplicate Lease for a flat sold under Part 4 of the Housing and Development Act is lost, the Registrar would require a notice pursuant to section 43(4) of the Land Titles Act to be published prior to the lodgment of an Application to issue a SCT.

2. Such requirement will only be waived where the Application is made by the proprietor of the flat **and** upon satisfactory evidence being produced to the Registrar that the duplicate Lease was misplaced by the Applicant whilst the same has been in his possession, ie, there is no likelihood of the said duplicate Lease being wrongfully acquired by a third party.

3. A sample of the notice to be published can be found at Annex A.

4. For purposes of clarity, paragraph 3.3(c) of Part 4 of the Consolidated Practice Circulars 2003 shall accordingly be deleted and substituted with the following:

“The new procedure in paragraph (a) will also apply to all applications for the issuance of SCTs to replace duplicate Leases for shops and flats sold by HDB (including an application for the issuance of a SCT to replace a duplicate Lease which is being improperly or wrongfully withheld).

The only exception would be in a case where the Application to issue the SCT is made by the proprietor of the flat sold under Part 4 of the Housing and Development Act **and** upon satisfactory evidence being produced to the Registrar that the duplicate Lease was misplaced by the Applicant whilst the same has been in his possession, ie, there is no likelihood of the said duplicate Lease being wrongfully acquired by a third party.

In such a case, the Applicant need only lodge the Application together with supporting documentary evidence required under section 43(3) of the Land Titles Act. He will not be required to advertise the section 43(4) notice in the major local English newspaper.

The Registrar will also dispense with the annexing of plans to the SCT. This new procedure will result in a much faster turnaround time for the issue of the SCT.”

(B) Endorsement of “Important Notice” on all documents prior to lodgment

With immediate effect, please ensure that all documents to be lodged at our office are duly endorsed with this Notice:

IMPORTANT NOTICE

The information contained in this instrument forms part of the public records available for inspection and search by members of the public upon payment of a fee. The information is collected and used for the purpose of maintaining the land register pursuant to the Land Titles Act.

2. This Notice has been included in all the pages of our approved forms since December 2005.

3. Our approved forms are available in the STARS eLodgment System and the Singapore Land Authority’s web-site at www.sla.gov.sg.

Date: 29 August 2006

VINCENT HOONG
REGISTRAR OF TITLES

**THE LAND TITLES ACT
AND
THE LAND TITLES (STRATA) ACT**

NOTICE

Pursuant to section 122 of the Land Titles (Strata) Act, an Application will be made to the Registrar of Titles within fourteen (14) days from the date hereof by (name of Applicant) of (address of Applicant) for the issue of a Subsidiary Certificate of Title to replace the Lease No. I/_____ for Lot _____ MK/TS _____ comprising (property address), as the duplicate Lease has been *lost/ misplaced/ destroyed/ wrongfully withheld.

NOTICE is hereby given that a Subsidiary Certificate of Title will be issued by the Registrar of Titles after fourteen (14) days from the date hereof unless valid written objection is lodged at the Singapore Land Authority, 8 Shenton Way #26-01, Temasek Tower, Singapore, before the expiry date.

Dated:

(name of law firm)
Solicitors for the Applicant

*Please delete where inapplicable and adapt where necessary.