

## PRACTICE CIRCULAR 1 OF 2007

To All Law Firms / Law Organisations

### Dispensation of the classification of “Minor” and “Non-Minor” Errors

I refer to my Practice Circular 7 of 2005 which deals with, inter-alia, the procedure for amendment of minor errors in instruments that are provisionally registered.

2 I am pleased to announce that with immediate effect, the Registrar will dispense with the classification of “minor” and “non-minor” errors and will allow the solicitor who signed the Certificate of Correctness to authorise a representative from the same firm who is not a practising solicitor to attend to the amendment of all types of errors. In certain situations (eg where the Certificate of Correctness is omitted or not signed by the solicitor), the Registrar may still require the attendance of a solicitor.

3 Presently, solicitors are required to attend personally at SLA to amend errors which have been classified as “non-minor” errors in instruments which are pending registration. An additional fee is payable for these “non-minor” errors. However, for errors classified as “minor” errors, the solicitor who signed the Certificate of Correctness may authorise a representative from the same firm who is not a practising solicitor to attend to the amendment on his behalf.

4 For private properties where the lodgment is made via the Electronic Lodgment System and both the electronic copy and the paper copy instrument require amendment, the solicitor must ensure that the electronic copy has been duly amended before his authorised representative can proceed to amend the paper copy at SLA.

5 There will be no additional fees payable for all errors attended to within 3 working days of the date of the objection notice. Additional registration fees will be payable if the amendments are attended to after 3 working days from the date of the objection notice. This is to prevent delaying the final registration of these instruments. There will be no waiver of the additional fee if the errors are corrected after the expiry of the 3 working days.

6 The authorised representative must produce his NRIC and a copy of the objection notice with the Authorisation to Amend Instrument duly completed and signed by the relevant solicitor before effecting the amendment at SLA.

7 I seek your co-operation and request that solicitors give clear and specific instructions to their authorised representative on the amendment required to be made on their behalf. If the representative who attends to the amendment has no knowledge of what is required to be amended, he will not be allowed to amend the instrument.

Date: 24 July 2007

VINCENT HOONG  
REGISTRAR OF TITLES