

## **PRACTICE CIRCULAR 4 OF 2007**

To All Law Firms / Law Organisations

### **( 1 ) Simplification of e-forms relating to Collective Sales**

Based on feedback gathered at the various dialogue sessions with solicitors held during the first quarter of 2007, we have streamlined our e-forms relating to collective sales. The following e-forms have been simplified:-

- a) Application to Register Collective Sale Application made to Strata Titles Board (Development registered under the Land Titles (Strata) Act);
- b) Application to Register Collective Sale Application made to Strata Titles Board (Development not registered under the Land Titles (Strata) Act );
- c) Application to Cancel Registration of Collective Sale Application made to Strata Titles Board;
- d) Application to Register Order for Collective Sale made by the Strata Titles Board;
- e) Application to Register Orders made by the Strata Titles Board under Part VA of the Land Titles (Strata) Act; and
- f) Application to Notify Termination of Strata Subdivision.

The SSCT/SCT Volume and Folio Nos. for the whole development will now be entered in range in the above Applications. With this, it is no longer necessary for solicitors to enter each of the strata lot numbers. This improvement in the e-forms will considerably reduce the amount of time spent by solicitors in the preparation of the above Applications.

**( 2 ) Consent of Housing & Development Board for properties sold under the provisions of Part IV of the Housing & Development Act**

Some law firms have been lodging title passing instruments for properties sold under the provisions of Part IV of the Housing & Development Act without first obtaining the consent of the Housing and Development Board (HDB). Solicitors are to ensure that the necessary consent by HDB is endorsed on such instruments prior to lodgment at SLA. In this respect, your attention is drawn to section 50 of the Housing & Development Act, in particular section 50(2) which states that any instrument which has been registered without the prior written consent of HDB, may be declared void.

**( 3 ) Release of Title Documents after collection from SLA**

It has been brought to my attention that some law firms have not released the title documents to their clients within a reasonable period of time after collection of the same from SLA. As the title document is an important document evidencing the right of a party to deal with the property, I seek your full co-operation and request that solicitors return the title documents promptly to their clients/parties who are entitled to the custody of the same.

Date: 13<sup>th</sup> November 2007

VINCENT HOONG  
REGISTRAR OF TITLES