rural development
& land reform
Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

OFFICE OF THE REGISTRAR OF DEEDS, PRETORIA, PRIVATE BAG X 183, CORNER PRETORIUS AND BOSMAN STREETS, PRETORIA, 0001.TEL: (012) 338 7000, FAX: (012) 338 7103

REGISTRAR CIRCULAR 24 OF 2015
ISSUING OF COPIES OF PERMANENTLY FILED DEEDS

1. PURPOSE

The purpose of this circular is to prevent the issue of a certified copy to replace a deed while the said deed is permanently filed in the Deeds Office.

2. BACKGROUND

Clients apply for copies while the original deeds are filed as a TR/VB/DT in the Deeds Office. There is currently nothing in place that alert the Conveyancer who attend to the application on behalf of the client, or the Information section who issue the copy, or the Examiner, that the original deed is not lost or destroyed as alleged in the application.

3. PROCEDURE

A caveat will be noted by the TR section on the data printout against the property indicating that a deed is filed as a TR/VB/DT. In the case of Township titles, the caveat will be noted against both the property and the Remainder of the Township.
The caveat would appear on the property printout as:
CAVEAT -T..... - TR
or
CAVEAT -B.....-VB
Or
CAVEAT -SB.....-DT etc.
(Both the title number and permanently filed number will be mentioned in the caveat)

4. PURGING OF THE CAVEAT

This caveat should only be purged by examiners in respect of the property that they dealt with.
Only TR section will purge the caveat in its entirety when the TR/VB/DT is withdrawn by the firm.

This circular will come into operation with immediate effect.

REGISTRAR OF DEEDS
DEEDS REGISTRY
PRETORIA
DATE: 10/09/2015