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'S CIRCULAR NO. 08 of 2015

DELIVERY OF DEEDS

1. Problem

It has come to the attention of the Registrar of Deeds that certain firms are not collecting their deeds after being delivered. Deeds remain uncollected for long periods of time. These deeds include bonds in favour of banks and title deeds for RDP housing.

2. Purpose

The purpose of this circular/notice is to address the non-collection of deeds at the delivery section.

3. Procedure

Once deeds are scanned "out of delivery and deposited in the delivery boxes it will be regarded as properly delivered in the Section, the deeds ought to be collected within-two weeks after such delivery.

A register will be kept to note all firms that do not collect their deeds within the prescribed time period.

Law firms are strongly advised to check their delivery boxes at least twice a week.

A notice will be posted on the notice board for Law firms on the 1st floor who did not collect their deeds within the 2 weeks' time period.

4. Sanction

Should firms not take delivery within the prescribed period of 2 week period the account of the offending firm/s may be suspended until the matter is resolved.

Registrar of Deeds
Pretoria
Date: