How to amend a Certificate and rectify the Register

Step 1
The Applicant makes a complaint to the Commissioner Land Registration, in writing of the error upon the Register.

Step 2
The Applicant presents the letter of Complaint to the Secretary Commissioner Land Registration in Room 2, together with the Duplicate Certificate of title and a set of photocopies, which is stamped ‘Received’ and returned to the Applicant.

Step 3
The Applicant checks after 15 working days to confirm the rectification of the Register and the Duplicate Title.

Documents required: Complaint Letter, Duplicate Certificate of Title,

Fees paid: No fees required.