

# CUSTOMER INFORMATION BULLETIN



OFFICE OF TITLES

Department of LAND ADMINISTRATION

No. 21, 16th June, 1989

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A. DOCUMENT REGISTRATION - EXTENDED HOURS

As from the 3rd July 1989 the registration hours in the Office of Titles will be extended. Documents will be accepted for registration between the hours of 8am and 4pm.

The Check Search Certificate relating to title searches will be amended to reflect this change.

Appropriate notice will be given to all Remote Searching Clients along with updates to their User Manuals in due course.

B. 14 DAYS NOTICE ON CAVEATS

Persons lodging documents which require the sending of 14 days notice are advised that marker stickers are available from the Advice Officers and at the Acceptance Counter.

Use of the stickers will ensure rapid processing of documents and issue of 14 days notice at the earliest possible opportunity.

The stickers are necessary in order that those particular dealings can be easily identified by our staff and separated from the bulk of the work.

Please ask for the stickers and help us to help you.