

APPLICATION FEES

Amalgamation	\$20.50
Application Forms	\$6.00
Boundary Investigation	\$6.00
<i>* survey fees may apply</i>	
Certified Copy (per page)	\$4.00
Partition	\$20.50
Prescription	\$6.00
Rectification of Register	\$6.00
Subdivision (per parcel)	\$20.50
Subdivided lots (per lot)	\$6.00

HEARING FEES

Hearing	\$6.00
Site Visit	\$6.00

FILING/REGISTRATION FEES

Affidavits	\$6.00
Amendments	\$2.50
Cautions	\$2.50
Charges	\$2.50
Covenants	\$2.50
Discharges	\$2.50
Easements	\$2.50
Leases/Subleases	\$2.50
Non-Belonger Land	
Holding Licences	\$2.50
Official Searches	\$6.00
Powers of Attorney	\$2.50
Registration Reports	\$100.00
Restrictions	\$2.50
Transfers	\$2.50
Transmissions	\$2.50

SEARCH FEES

Maps	\$6.00
Parcel Files	\$6.00
Register	\$2.00

- ◆ *All rates are per parcel unless indicated.*
- ◆ *Late fees may apply.*
- ◆ *Stamp Duty may be required.*

Frequently Asked Questions

Land Registry West Atrium Central Administration Complex

Mailing Address:
P.O. Box 4662
Road Town, Tortola
British Virgin Islands

Telephone
(284) 468 2017

Fax
(284) 468 3324

Email
landregistration@gov.vg

Hours
8:30 a.m. – 4:00 p.m.
Monday - Friday

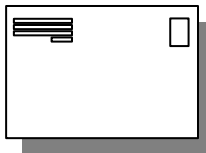


What does it mean to register property?

To make an entry, note or record in the register under the Registered Land Act (RLO).

Is a local address required for conducting land transactions?

Yes. Section 150 of the RLO states:



“Any person who under this Act submits a caution or any instrument for registration, or is the proprietor of any land, lease or charge, shall furnish to the Registrar in writing a postal address within the Virgin Islands for service and shall notify him in writing of any change in address.”

What basic information do I need to conduct business at the Registry?

The registration section, block number and parcel number of the property of interest.

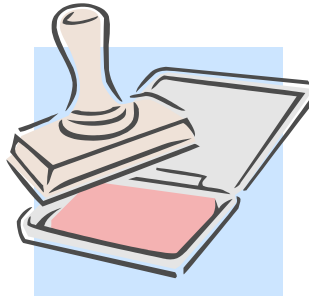
What information is reflected on the land registers?

- Registration section
- Block and Parcel number
- History of proprietorship
- Type of proprietorship
- Acreage of land
- Whether the land is crown land
- Whether the land was mutated
- Whether the land is provisional
- Easements, Right of Ways, Covenants
- Cautions, Restrictions, Leases
- Charges, Discharges, Restrictive Agreements

How do I protect my property?

1. Make sure boundary marks are in accordance with a registered survey plan.
2. Maintain in good order any features that demarcate your property especially if the property is adjoining.

Please note that any person who willfully defaces, removes, injures or otherwise impairs any boundary feature of any part of it unless authorized to do so by the Registrar shall be guilty of an offence and liable on summary conviction to a fine not exceeding \$200.00 or to imprisonment for a term not exceeding two (2) months.



What type of documents must have Stamp Duty to be registered?

- Amendment of Charges
- Charges
- Discharges
- Easements
- Judgment Charges
- Leases
- Powers of Attorney
- Powers of Sale
- Restrictive Agreements
- Subleases
- Surrender of Lease
- Transfers
- Transmissions
- Variation of Charges

What are reasons why my document wouldn't be registered?

- **ABSOLUTELY NO WHITEOUT will be** accepted on any document submitted for registration.
- Change of Address Form (S.150 of RLO) was not completed.
- Property information was incorrect (i.e. Registration Section, Block & Parcel Number)
- Documents submitted were not dated.
- Stamp Duty was not paid or stamped exempt by the Inland Revenue Department .
- Documents submitted were not certified.
- Signatures were not originals. **Colour copies of applications are not accepted.**
- Registration fees were not paid.
- Land Certificates were not produced nor an affidavit produced.
- Property may have a caution, restriction or involved in an ongoing case matter (i.e. Prescription, Boundary Investigation, Partition, Mutation)
- Lack of supporting documentation or information.
- Map or Plan not attached to an application that requires such supplementary information. (i.e. Subdivision/Easement/Amalgamation/Partition)

Why didn't I receive a copy of my registered transaction?

- Your application was not submitted in triplicate.
- Your application involved more than one parcel and the copies submitted were not sufficient for you to receive a copy. A copy will be retained for each parcel.
- Applications must be submitted in triplicate. However, extra copies are not processed unless needed for applications involving more than one parcel.

Certified copies of any registered document can be requested at anytime. Fees apply (See registration fees.)