



Miscellaneous Application in the Category of Requesting for Certificate of Capital Valuation

Procedures, Time, and Responsible Section



Detail of Service Delivery Procedures

- Verifying document as evidence.
- Receiving application and investigating applicant
- Checking caveat and the issuance of certificate of substitution.
- Checking list of capital valuation in land/condominium unit. In case of list of capital valuation in land specify in zone/block which valuation price will depend on location in diagram of sub-area, applicant confirms land location in application as well.
- Applicant signs in application.
- Official receives application for proceeding.
- Chief of land office who has power to approve verify the case and consider whether application should be approved or not.

25 minutes



Detail of Service Delivery Procedures

- Making certificate of capital valuation in land/land and building/condominium unit. In case of issue certificate of capital valuation in land and building, official separates capital valuation in land price and in building price.
- In case of building is not in accordance with rule of issuing certificate, official makes duplication of list of capital valuation in house and building and give to applicant.
- Chief of land office signs in certificate of capital valuation in land/land and building/condominium and gives to applicant.
- Applicant verifies correctness before leaving land office.

25 minutes

Total of implementation duration 50 minutes

List of Document as Evidence for Lodging Application

1. Document confirming authentic issued by government agency.

- 1.1 Title Deed, Certificate of Utilization, or Strata Title (original)
(Department of land is the government agency who issued such document)
- 1.2 Identification Card (original)
(Department of provincial administration is the government agency who issued such document)
- 1.3 Household Registration (original)
(Department of provincial administration is the government agency who issued such document)

Original 1 copy

Original 1 copy

Original 1 copy

2. Other document for additional lodging

- 2.1 In case of requesting for certificate of capital valuation in land and building.
 - 2.1.1 In case of requesting for capital valuation in building which acquired with land.
 - Evidence show that applicant has name as the owner in land and building which acquire together. and registered with official (original).
 - 2.1.2 In case of requesting for capital valuation in building which is not acquired with land.
 - Evidence show that the building is located in the land that applicant requests for capital valuation (original).
 - License of construction which has the name of applicant as the person who request for permission to build in the land of applicant that request for certificate of capital valuation (original) or
 - Evidence of household or number of building or book of controlling number of household which official certified and has the detail of building, number of area, and year of construction (original).
- 2.2 Power of attorney (applicant prepare it) and identification card of proxy or copy of identification card and copy of household registration (photo copied) which proxy certify the correctness with identification card and copy of household registration of attorney (original and copy which certified the correctness) (in case of the person did not perform by himself/herself).

Original 1 copy
Duplicate 1 copy

Original 1 copy

Original 1 copy
Duplicate 1 copy

Original 1 copy
Duplicate 1 copy

Original 1 copy



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Fee

1. Requesting for valuation price in land or land and building application fee: 5 Baht/parcel
2. Requesting for valuation price in condominium application fee: 20 Baht/unit
3. Certificate of capital valuation fee: 5 Baht/copy
4. Fee for checking data in price valuation of land/condominium: 100 Baht/unit
5. Fee for certifying copy of list of valuation: 10 Baht/copy
6. Proxy fee for land: 20 Baht/case
7. Proxy fee for condominium unit: 50 Baht/case
8. Witness fee, land case: 10 Baht/person
9. Witness fee, condominium case: 20 Baht/person



Service Delivery Channels

Service Delivery Venue: Contact by yourself at Bangkok Metropolitan Land Office or its Branches or Sub Branches, where land and building or condominium unit is located.

Office Hours: Open Monday – Friday (except public holiday).
From 08.30 – 16.30 hrs.



Example of Form, Example and Filling in the form Manual

Customer could check all categories of registration from official at every land offices or website: dol.go.th/registry.



Contact/Complaint Channels

1. Chief of Provincial/Branch/Sub Branch Land Office of the area that rendering such service.
 2. Complaint box of Provincial/Bench/Sub Branch Land Office
 3. Department of Lands' Damrongdhama Center, Telephone Number: 0 2141 5678 – 9
 4. Complaint Section, Office of the Secretary of DOL, Telephone Number: 0 2141 5500 - 4, The Government Complex, 6th Floor, Commemorating His Majesty, Rathaprasasanabhakti Building, Chaeng Wattana Road, Laksi District, Bangkok 10210
 5. Service Center of Office of the Permanent Secretary, Prime Minister Office P.O. box 1111, No. 1 Pissanulok Road, Dusit, Bangkok 10300/Hotline: 1111
 6. Complaint Center of Corruption in Public Sector (Office of Public Sector Anti – Corruption Commission: PACC)
 - No. 99 , Moo 4, Software Park Building, 2th Floor, Chaeng Wattana Road, Klong Klua Sub District, Pak Kret District, Nonthaburi 11120
 - Hotline 1206/Telephone Number: 0 2502 6670 – 80 ext. 1900, 1904 – 7 Facsimile: 0 2502 6132
 - www.pacc.go.th/www.facebook.com/PACC.GO.TH
- Complaint Center of International Investor (The Anti-Corruption Operation Center)
Tel: +66 92 688 0777/line: Fad.pacc/Facebook: The Anti-Corruption Operation Center/Email: Fad.pacc@gmail.com)



Relevant Laws

Department of Lands Rule on Capital Valuation for Collecting Fee from Registration of Right and Juristic Act and Requesting for Certificate of Capital Valuation in Land and Other Immoveable Property B.E. 2556.