



Alien Requesting for Receiving Land Inheritance as Statutory Heir under Section 93 of The Land Code (In the case of land is located in Bangkok area)



Procedures, Time, and Responsible Section

Consideration

Detail of Service Delivery Procedures

1

➤ Lodging Application Date

1 day

- Verifying evidence, dealing file, and land right document and/or evidence of being owner of structure.
- Receiving application and investigating right of being heir of testator.
- Checking caveat.
- Making application and list of relatives.
- Applicant signs in application and record of statement in both case of receiving and not receiving inheritance.
- Official orders to receive the application.
- Paying the application/power of attorney fee (if any)
- Inform applicant about the procedures of receiving permission from minister and returning land right document to applicant.

2

➤ Notification Due Date 30 Days

40 days

- Making notification and official letter of notification. Presenting to the chief of land office for signing.
- Send notification to post at the location which prescribed by law. (Total duration of sending and posting notification are 10 days since the date of chief of land office signs on the letter).
- Notification due date is 30 days (notification duration of 30 days shall be counted from the last notification is posted).
- Notification reaches the due date of 30 days without objection, the official will proceed to procedure of asking for permission from minister.

If already registered name of executor in title deed or letter of land right document before transferring inheritance, this procedure is exempt.

3

Bangkok Metropolitan branch or sub branch land office who owns the case summarizes the case with comment and send to bangkok metropolitan land office.

If lodging application at to Bangkok metropolitan land office, this procedure is exempt.

3 days

4

Bangkok Metropolitan summarizes the case with comment and send to department of lands for consideration.

3 days

5

Department of Lands' official considers and summarizes the case and submit to director general to give order.

7 days

6

Director General of department of lands acting minister of interior considers in case for giving permission.

3 days

7

Department of Lands sends the case back to Bangkok metropolitan land office.

3 days

8

Bangkok Metropolitan land office sends the case back to branch office or sub-branch office who owns the case.

2 days

If lodging application at to Bangkok metropolitan land office, this procedure is exempt.

9

Land office who own the case informs applicant and appoints for registration date.

2 days

10

➤ Registration Date

1 day

- Lodging land right document.
- Verifying the case of receiving permission from the minister also completeness and correctness of the whole case.
- Checking caveat.
- Submitting the case to chief of land office for consideration to order the registration.
- Evaluating the capital, calculating expenses/applicant pays expenses.
- Updating registration record in land right document.
- Party signs in to be informed of registration.
- Chief of land office verifies the case/signs for registration/seal the position stamp in land right document before giving to applicant.
- Applicant checking correctness before leaving the land office.

Responsible
Section

Department
of Lands

Total of implementation duration 65 days



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List of Document as Evidence for Lodging Application

1. Document confirming authentic issued by government agency

1.1 Title deed, certificate of utilization. (Department of lands is the government agency who issued such document)

Original 1 copy

1.2 Evidences concerning with aliens:

1) Certificate of alien issued by the local police station where alien domicile or

2) Passport showing such nationality of alien or

3) Certificate of official/or consular official or embassy official which such person is in subordination or

4) Nationality certificate (emergency certificate) which temporarily issued by Ministry of Foreign Affairs.

Original 1 copy

Duplicate 1 copy

2. Other document for additional lodging.

2.1 Evidence of structure owner of the testator. In the case of testator did not receive structure which transferring together with the land, applicant shall has evidence of structure owner such as evidence which transferor asks for construction permit or if it is impossible to find, applicant is able to use the evidence of house number issuance to transferor instead or reliable official evidence which showed that applicant is authentic owner and etc.

Original 1 copy

Duplicate 1 copy

2.2 Household registration of applicant includes every person who has name in such household registration (if any). (Department of Provincial Administration is the government agency who issued such document)

Original 1 copy

2.3 Death certification of the testator (Department of Provincial Administration is the government agency who issued such document).

Original 1 copy

Duplicate 1 copy

2.4 Original will (if any), In case of will was lost or destroyed, applicant is able to present copy of will, which used to be shown to government agency e.g. court or other land office and competent official of such government agency certified correctness of such copy, as evidence instead of will in original copy.

Original 1 copy

Duplicate 1 copy

2.5 Marriage certificate (in case of receiving inheritance as the spouse of the testator) (Department of Provincial Administration is the government agency who issued such document).

Original 1 copy

Duplicate 1 copy

2.6 Marriage certificate of father and mother of testator (in case of receiving inheritance as the father of the testator) (Department of Provincial Administration is the government agency who issued such document).

Original 1 copy

Duplicate 1 copy

2.7 Evidence of registration of adopting child (in case of applicant is the adopted child of the testator). (Department of Provincial Administration is the government agency who issued such document).

Original 1 copy

Duplicate 1 copy

2.8 Court order or court judgment which appointed as executor (if any).

Original 1 copy

Duplicate 1 copy

2.9 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 certifies 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) (Department of Provincial Administration is the government agency who issued such document).

Original 1 copy



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Remark

1. If document which showing to official is in foreign language, such document shall be translated into Thai language which is verified correctness by
 - 1.1 Thai people who graduated not less than bachelor's degree in the course that uses language which appeared in such document as language in institution or
 - 1.2 Teacher of institution of education who teaches language which appeared in such document in educational institution or
 - 1.3 Embassy or foreign consulate which is located in Thailand and such country uses language which appeared in such document in official language or
 - 1.4 Thai embassy or foreign consulate which is located in foreign country (under Ministerial Regulation (B.E. 2540) issued under the content in Administrative Procedure Act B.E. 2539 (1996).

Fee

1. Application fee: 5 Baht/parcel.
2. Fee for requesting for land of alien: 500 Baht/person.
3. Permission fee: 100 Baht/rai.
Remark: (fraction of rai shall be calculated as one rai)
4. Fee for transferring inheritance 2% of valuation price (except transferring inheritance between parents and descendant or between spouse: 0.5% of the valuation price).
5. Fee for executor: 50 Baht/parcel.
6. Notification fee: 20 Baht/ parcel.
7. Witness fee for: 20 Baht/person



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.

Service Delivery Channels

Service Delivery Venue: Contact by yourself at Bangkok Metropolitan Land Office
or its branches or sub branches, where land or building is located.

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



Relevant Law

1. The Civil and Commercial Code.
2. Ministerial Regulations Volume 47 (B.E. 2541) issued under the content in Act Promulgating the Land Code B.E. 2497
3. Section 87 and Section 93 of the Land Code.
4. Department of Lands Regulation concerning right registering of immovable property which received in inheritance (amended until present) (Volume 4) B.E. 2557.
5. Ministry of Interior Order No. 153/2546 dated 21 April B.E. 2546.
6. Ministerial Regulations Volume 24 (B.E. 2516) issued under the content in Act Promulgating the Land Code B.E. 2497.
7. Ministerial Regulations Volume 7 (B.E. 2497) issued under the content in Act Promulgating the Land Code B.E. 2497.



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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, Rattaprasasanabhakti 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)

