



MOI. No. 0515.1/Circulation 10119

Department of Lands
The Government Complex
Commemorating His Majesty
Ratthaprasasanabhakti Building
Chaeng Wattana Road
Laksi District, Bangkok 10210

21 April B.E. 2560 (2017)

Subject: Requiring evidential documents for registration of rights and juristic act and other transactions concerning with immovable property under the Order of Head of National Council for Peace and Order No. 21/2560 Dated 4 April B.E. 2560 (2017)

Dear All Provincial Governor,

Refer to 1. Department of Lands' Urgent Letter MOI 0515/Circulation12345 Dated 13 May B.E. 2552

2. Department of Lands' Urgent Letter MOI 0515.1/Circulation9655 Dated 4 June B.E. 2557

3. Department of Lands' Letter MOI 0515.3/Circulation1614 Dated 22 January B.E. 2558

4. Department of Lands' Letter MOI 0513.2/Circulation10617 Dated 7 May B.E. 2558

5. Department of Lands' Urgent Letter MOI 0515.3/Circulation16591 Dated 16 July B.E. 2558

6. Department of Lands' Urgent Letter MOI 0515.3/ Circulation19015 Dated 13 August B.E. 2558

Attachment: Copy of the Order of Head of National Council for Peace and Order No. 21/2560 Dated 4 April B. E. 2560 (2017) in the Amendment of Law for Ease of Doing Business.

As referred in number 1, 3, 5, and 6, Department of Lands has guideline of operation for and insists firmly to official in requiring evidential documents for registration of rights and juristic act and other transactions concerning with immovable property. It is in summary that official shall request for only necessary original copy of evidential document in order to investigate and verify without no essentially requesting for copy of identification card and copy of house certificate as the attachment with application and collect in dealing file. Land office that using computer system to register rights and juristic act which is able to connect with information of civil registration from central registration data base of Department of Provincial Administration, if competent official consider that it is necessary and competent official need copy of such document, competent official shall make a copy of list of people from house certificate and identification card from central data base of Department of Provincial Administration instead of requesting for copy of such document from people who receive service. Moreover, official shall inform the procedure in registration of rights and juristic act under Licensing Facilitation Act B.E.2558 (2015). In the case of applicant lodge the application by him/herself, official shall only request for original copy of identification card and original copy of house certificate from applicant in order to investigate and verify, and shall not request for any copy of such document in anyhow. Official shall strictly follow procedure. Afterwards, Department of Lands has letter as referred in number 2, inform competent official to observe the order of National Council for Peace and Order which concerning with performing duty of competent official according to the Land Code and shall strictly follow. And, Letter as referred in number 4, inform that Department of Lands has already conducted as Memorandum of Understanding on requesting for using civil registration data from central registration data base via computer system in counter service since 12th May B.E.2551 (2008) and it has already been able to conduct in every land offices.

Presently, Head of the National Council for Peace and Order has an order No. 21/2560 dated 4th April B.E.2560 (2017) in the Amendment of Law for Ease of Doing Business. In clause 17, it is legislated that in the case of law, rule, or regulation prescribed that person who request for approval, permission, or license or person who request to register or inform or be informer shall use document which is issued by official for such person as

supporting document in consideration or operation, it shall be the duty of person who has authority to approve, give permission, issue license, conduct registration, or be informed to manage with the agency who issued such document to send information or copy of such document as supporting document for consideration or operation. In the case of such person who has authority wishes to obtain copy of such document from the person who request for approval, permission, or license or person who request to register or inform or be informer, such person who has authority shall be the person who make copy of such document and for the benefit of this matter, it is prohibited to collect fee from making a copy of such document from the person who request for approval, permission, or license or person who request to register or inform or be informer.

Therefore, in order to make the performance of competent official under the Land Code to be in accordance with the Order of the Head of National Council for Peace and Order, The governor shall firmly command competent official who conduct registration of rights and juristic act and other transactions concerning with immovable property as follows:

1. Competent official is strictly prohibited to request for copy of identification card and copy of house certification as the attachment of application according to above-mentioned case.

2. If there is any cases of using other documents that issued by official in order to investigate and verify such attached document of application of registration of rights and juristic act and other transactions concerning with immovable property but applicant does not bring such document to present as the attachment of application, for example certificate of partnership registration, list of shareholders, memorandum of association, regulation, and objectives of juristic person, competent official who has authority shall inform government agency that issued such official document to send information or copy of such official document to use as the attachment of application. Except the applicant wishes to bring such official document to present to competent official as attachment of application by him/herself.

3. In the case that it is necessary to have a copy of house certification and identification card or other official document for the useful purpose of performing duty of Department of Lands, competent official shall make a copy of such document by him/herself and shall not collect fee from making copy of such document from applicant.

Please be informed accordingly and inform competent official and insist firmly to strictly perform afterwards.

Yours faithfully

(Signed) Prateep Keeratirekha

(Mr. Prateep Keeratirekha)

Director General of Department of Lands

Land Registry Standard Bureau

Registration of Rights and Juristic Act Standard Section

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