



No. PLRA/ADG/GEN/2017/163

Government of the Punjab
Punjab Land Records Authority,
Board of Revenue, Punjab

Dated Lahore, the Aug 07, 2017

To,

All Service Center Incharges in Punjab.

All Assistant Directors Land Records in Punjab.

All Land Record Officers in Punjab.

Subject: **ATTESTATION OF MUTATION THROUGH REGISTERED DEEDS**

Registration of Deeds (ROD) Project is successfully running in all tehsils of 9 Divisional Headquarters districts to improve efficiency of attestation of mutation on the basis of Registered Deeds by curtailing un-necessary procedures. The project has not only minimized the time taken at the Sub-Registrar offices for registering a document but also eliminated the re-appearance of parties at ARCs due to instant transmission of scanned registered deeds to ARCs through private link. The project was instrumental in the improvement of Doing Business rankings as indicated in the World Bank's 2016 report with reference to property registration indicator.

2. While prevailing Registration Act, 1908 and Stamp Act, 1899 (as amended from time to time) lay down the basic framework for registering of sale deeds and levied taxes & duties, certain queries are being received from field formations regarding the pre-requisites before the time of registration of sale deed and subsequent attestation of mutation. In this view, it is imperative to clarify that once sale deed has been registered at the office of sub-registrar, no additional documentation is required at ARC level and the ADLR / LRO may proceed to attest mutation on the basis of scanned copy received from the office of sub-registrar. The sub-registrar may register sale deed on the basis of following:

- a. Proof of ownership of property to be furnished by the seller (fard-e-malkiat etc)
- b. Computerized National ID Cards of all parties to the transaction (buyer, seller, witnesses etc)
- c. Proof of deposit of Government dues/fees applicable as per instructions issued from Board of Revenue, Punjab and other Government departments.

3. It is therefore desired that, with a view to facilitate general public, sale deeds be registered and consequent mutations entered on the basis of fulfillment of foregoing requirements without putting the public in unnecessary hassle of furnishing additional requirements which are not mandated by the law, rules and policy instructions issued by the Government or departments working under it.


(AYESHA HAMEED)
Additional Director General
Punjab Land Records Authority

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All District Collectors in Punjab