

LAWS OF TRINIDAD AND TOBAGO

REGISTRAR GENERAL ACT

CHAPTER 19:03

Act

49 of 1921

Amended by

31 of 1922

3 of 1933

14 of 1935

19 of 1939

12 of 1974

8 of 1977

45 of 1979

51/1980

*24 of 1981

*See Note on amendment at page 2.

Current Authorised Pages

<i>Pages (inclusive)</i>	<i>Authorised by L.R.O.</i>
1-2	1/1990
3-9	1/1980

Note

on

Subsidiary Legislation

This Chapter contains no subsidiary legislation.

Note

on

Amendment

This Act has been amended by Act No. 24 of 1981. However, Act No. 24 of 1981 had not up to the date of the last revision of this Act (i.e. 31st December, 1985) been brought into operation.

Note

on

Adaptation

Certain fees in this Chapter were increased by the Commission under paragraph 4 of the Second Schedule to the Law Revision Act (Ch. 3:03). Where this occurs, a marginal reference in the form normally indicating an amendment is made to L.N. 51/1980 (the Legal Notice by which the President's approval was signified).

CHAPTER 19:03**REGISTRAR GENERAL ACT****ARRANGEMENT OF SECTIONS**

SECTION

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2. Registrar General.
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SCHEDULE

An Act relating to the Registrar General.1950 Ed.
Ch. 28:No. 1.

49 of 1921

[10TH NOVEMBER 1921]

Commencement.

1. This Act may be cited as the Registrar General Act.

Short title.

2. (1) There shall be a Registrar General and one or more Deputy Registrars General, and one or more Assistant Registrars General.

Registrar
General.
[8 of 1977].

(2) The office of the Registrar General, the office of a Deputy Registrar General and the office of an Assistant Registrar General shall be public offices.

(3) The Registrar General shall have an official embossing seal with the words "Registrar General Trinidad and Tobago" upon it.

3. (1) Whenever by any law for the time being in force in Trinidad and Tobago anything is appointed to be done by the Registrar General, it may, in the absence of express provision to the contrary, be lawfully and for all purposes effectually done by

Exercise of
powers of
Registrar
General.
[8 of 1977
45 of 1979].

a Deputy Registrar General or by an Assistant Registrar General or any officer of the Registrar General's Department authorised in writing by the Registrar General personally.

Ch. 6:52.

(2) The Registrar General and every Deputy Registrar General and every Assistant Registrar General shall be *ex officio* Commissioners of Affidavits under the Commissioners of Affidavits Act.

(3) The Registrar General may, in the instrument whereby authority is given under subsection (1) to any officer—

- (a) require that such authority shall be exercised in accordance with the general or specific directions of the Registrar General;
- (b) specify the period for which such authority shall be valid, so, however, that any such period may be extended from time to time and any authority given under this section may be revoked at any time.

(4) Any thing signed by any officer to whom authority is given under this section shall be as valid and effectual as if it were signed by the Registrar General.

(5) Notice of every authority given under this section and of every extension thereof or the revocation thereof shall be published in the *Gazette* but failure so to publish notice of the giving or extending of such authority shall not affect the validity of the authority conferred or any extension thereof, as the case may be.

Indexes.
[8 of 1977
45 of 1979].

4. (1) The Registrar General shall keep four separate and distinct indexes of—

- (a) deeds;
- (b) probates of wills and letters of administration;
- (c) judgments, decrees, orders and rules; and
- (d) memoranda of *lis pendens*.

(2) The Registrar General shall cause—

- (a) every deed registered with him to be entered in the index of deeds under the letter of the alphabet corresponding with the initial letter of the surname of each person named as a party to such deed, with the given names and the surnames at full length of all persons named as parties to such deed;
- (b) every Will registered with him to be entered in the index of Probate of Wills and Letters of Administra-

tion under the letter of the alphabet corresponding with the initial letter of the surname of the testator, together with the given names and the surnames at full length of such testator;

- (c) every grant of Letters of Administration registered with him to be entered in the index of Probates of Wills and Letters of Administration under the letter of the alphabet corresponding with the initial letter of the surname of the intestate together with the given names and surname at full length of such intestate;
- (d) every judgment, decree, order and rule registered with him to be entered in the index of judgments, decrees, orders and rules under the letter of the alphabet corresponding with the initial letter of the surname of every person whose estate is intended to be affected by such judgment, decree, order or rule, with the given names and surname at full length of every such person;
- (e) every memorandum of *lis pendens* registered with him to be entered in the index of memoranda of *lis pendens* under the letter of the alphabet corresponding with the initial letter of the surname of every person whose estate is intended to be affected by such *lis pendens*, with the given names and surname at full length of every such person and a description of the property thereby affected.

(3) The Registrar General shall keep a separate index of all deeds of gift and settlements registered with him, and he shall continue to keep in their present form, or in such other form as may be prescribed, the separate indexes now known respectively as the "Town Books" and the "Country Books".

(4) The Registrar General shall also keep such other books, indexes, photographic film reproductions and other records as may be—

- (a) required to be kept by rules made under this Act or by any other written law;
- (b) directed to be kept by the Minister;
- (c) necessary or expedient for giving effect to any written law or generally for the efficient discharge of his functions.

Searches.

5. All persons shall have access to and be permitted to search all indexes of deeds and other books and documents in the office of the Registrar General and also to inspect, examine and take notes or extracts from any such deeds, books or documents on payment of the prescribed fee.

Examination of documents and certified copies.

6. All persons may examine and peruse all deeds and certified copies of wills registered in the office of the Registrar General, and the Registrar General shall, on the request of any person, cause to be made and delivered to such person a true and correct copy certified under his hand of any such deed or will on payment of the prescribed fee.

Fees. Schedule.

7. The Registrar General is entitled to charge the fees specified in the Schedule.

Fee Book.

8. The Registrar General shall keep at his office a book in which he shall enter or cause to be entered, from day to day, all fees received by him, and the names of the persons from whom, and the service or duty for which, such fees respectively shall have been received, and on the expiration of each month shall sign his name at the end of the entries made during such month in proof of the correctness of such entries.

Office hours. [12 of 1974].

9. The office of the Registrar General shall be kept open for the transaction of business by the public from the hour of eight-thirty o'clock in the forenoon until the hour of four o'clock in the afternoon of every day in the year, except that the said office shall be kept closed on Saturdays, Sundays and on all public holidays.

Rules. [8 of 1977].

10. (1) The Attorney General may make rules—

- (a) for the management of the office of the Registrar General, including the registers, plans, instruments and other books, documents and records to be kept and conferring on the Registrar General such powers as may be considered necessary for carrying out the provisions of any law relating to the duties of the Registrar General;
- (b) prescribing the minimum and maximum dimensions of instruments tendered for registration;
- (c) respecting the quality of writing and material used in instruments tendered for registration;

- (d) prescribing forms and providing for their use;
- (e) governing the making and keeping of registers and indices;
- (f) prescribing methods and standards of recording by photographic film and providing for the storage thereof;
- (g) respecting the admission of the public to the use of the records in the office of the Registrar General, and the conduct of searches and the making and certifying of copies and extracts in the office of the Registrar General;
- (h) respecting any matters necessary or advisable to carry out effectively the intent and purpose of this Act.

(2) Rules under subsection (1) may provide that any person contravening any provision thereof shall be liable on summary conviction to a penalty of one hundred dollars.

SCHEDULE

Section 7.
[45 of 1979
51 of 1980].

FEES

For registering any deed (other than a lease, an agreement for a lease, or a bill of sale) by which any property real or personal shall be granted, sold, mortgaged or assigned where the consideration money by such deed expressed to be paid or secured—

	\$
does not exceed \$300	5.00
exceeds \$300 but does not exceed \$10,000 ..	10.00
exceeds \$10,000	15.00

For the registration of any lease or agreement for a lease, in respect of which no premium is paid and where the rent secured—

	\$
does not exceed \$100 a year	5.00
exceeds \$100 but does not exceed \$1,000 a year	10.00
exceeds \$1,000 a year	15.00

For the registration of any lease or agreement for a lease, in respect of which a premium is paid and such premium—

	\$
does not exceed \$300	5.00
exceeds \$300 but does not exceed \$10,000 ..	10.00
exceeds \$10,000	15.00

Provided that where the consideration for a lease is both a premium and a rent, a single registration fee only shall be paid calculated either on the premium or on the rent reserved, whichever shall be the greater.

	\$
For the registration of every deed of gift ..	5.00
For the registration of all letters of administration <i>de bonis non</i>	3.00
For the registration of a minute of final judgment or a <i>lis pendens</i> under the Remedies of Creditors Act (Ch. 6 No. 2—1950 Ed.)	2.50
For entering a memorandum of satisfaction of a registered judgment or for discharging a <i>lis pendens</i> under the said Act	1.00
For the registration of every power of attorney, or deed or revocation of a power of attorney, or statutory declaration of the death or disability of the principal	10.00
For the registration of any other deed or instrument not herein or otherwise provided for	10.00
For every copy of any deed, will or other document for every page in addition to the certificate	1.00
For every copy of any plan, map or diagram attached to any deed or other document ..	1.00
For the certificate of correctness of any such copy	2.00

	\$
For any other certificate	7.00
For every general search of the indexes, or the town or country books, for each day ..	2.00
For examining any deed, will or other document	.50
And where any extract shall be taken50
For the search of a single index50
For the search of a single town or country book	.50
For searching the files of newspapers, for each volume examined50
Attendance in Court on any subpoena to produce any deed or any other document in custody of the Registrar General	3.00
For the examination of any document or record kept by the Registrar General not herein or otherwise provided for	1.00
