

HOW TO REGISTER A CAVEAT



STEP 1

- The Applicant must have in his/her possession:
- Two sets of embossed caveat documents duly witnessed by an Advocate and signed by the person who is placing the Caveat (Deponent) and dated;
 - Statutory/ Declaration signed by the Deponent and a Commissioner for Oaths;
 - Two Passport photographs of the person placing the Caveat.



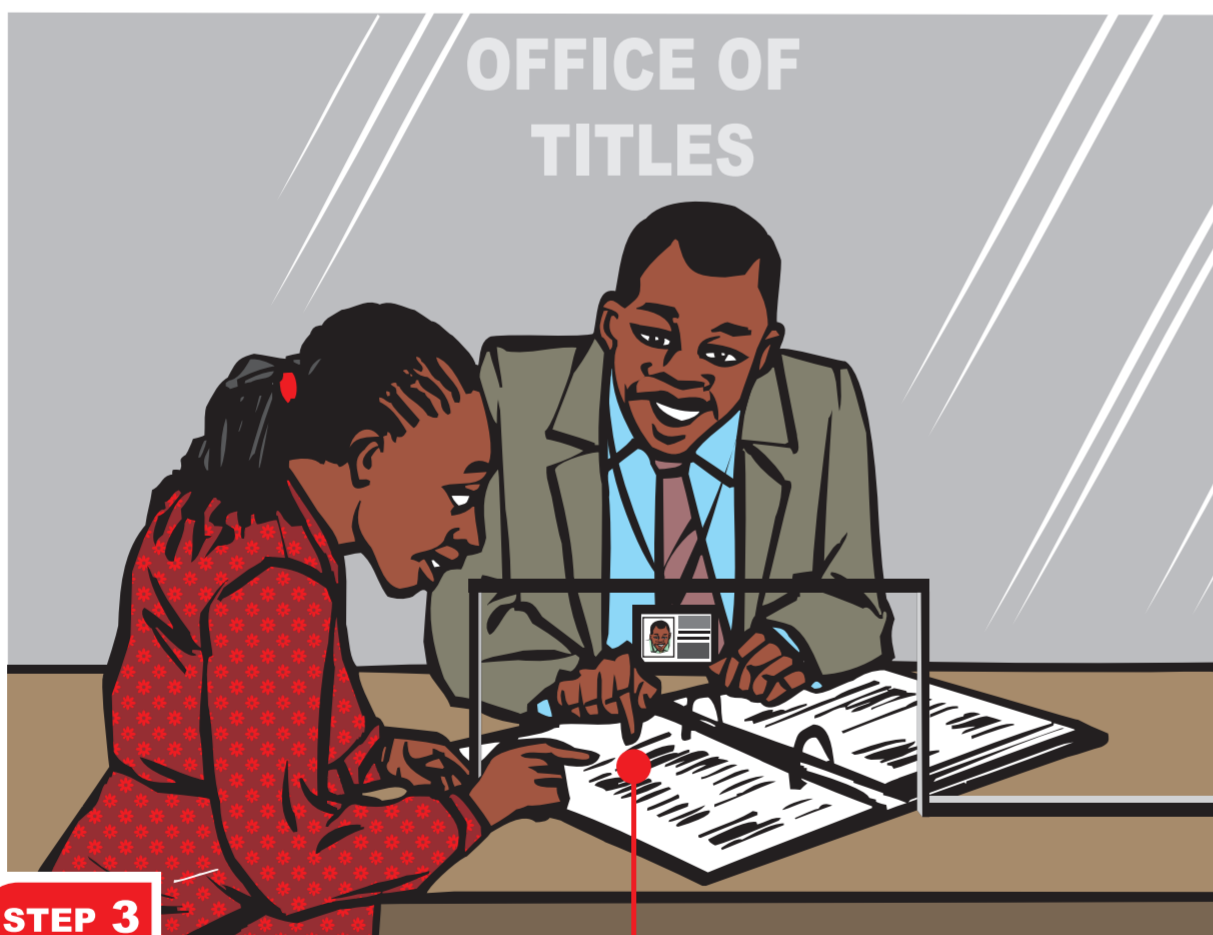
OFFICE OF TITLES



STEP 2

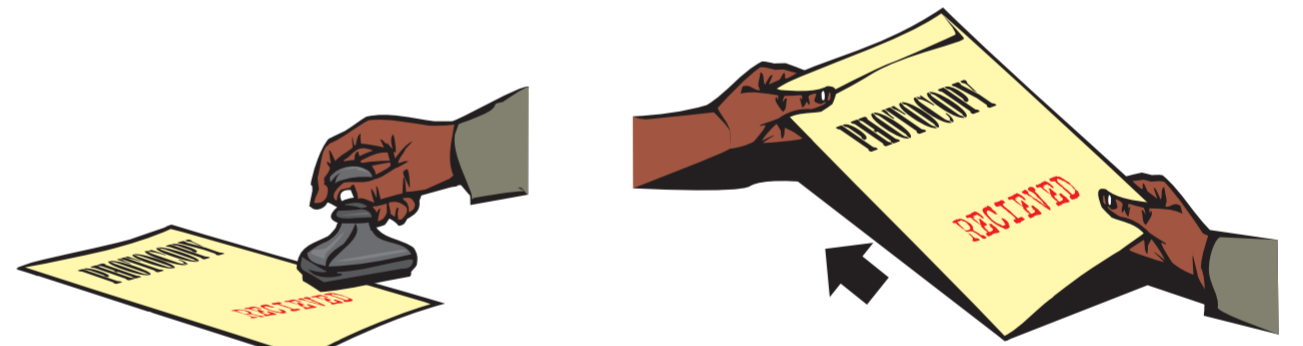
The Applicant presents the full set of original documents and a photocopy of the same to the Office of Titles for processing. The photocopy is stamped 'Received' and returned to the Applicant.

OFFICE OF TITLES



STEP 3

The Applicant checks with the Office of Titles after 10 working days to confirm entry of the Caveat upon the Register.



DOCUMENTS REQUIRED

- Caveat
- Affidavit
- Set of Passport photographs
- General Receipts of Payment

FEES PAID AT THE MINISTRY/ DISTRICT

- Stamp duty 20,000/=
- Registration Fee 10,000
- If Caveat affects more than 1 title, sh 5000 is paid per extra Plot.