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STATUTORY RULES OF NORTHERN IRELAND

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**1997 No. 28**

**FAMILY LAW  
INSOLVENCY LAW  
REGISTRATION OF DEEDS**

**Registration of Deeds Regulations (Northern Ireland) 1997**

*Made* - - - - *24th January 1997*  
*Coming into operation* *1st April 1997*

The Department of the Environment, in exercise of the powers conferred by sections 1(2), 2(3)(c), 3(2), (4) and (4A), 3A(1) and (3), 3B(1) and (3), 8(1), 9(1) and (2), 10, 12(1), 13(1), (2), (3) and (4), 15 and 19(1) of the Registration of Deeds Act (Northern Ireland) 1970(1) and Article 45(2) of the Registration (Land and Deeds) (Northern Ireland) Order 1992(2) and now vested in it(3) and in exercise of the powers conferred on it by Articles 6(7) and 7(4) of the Family Law (Miscellaneous Provisions) (Northern Ireland) Order 1984(4) and Articles 6(7) and 7(4) of that Order as applied by Article 310 of the Insolvency (Northern Ireland) Order 1989(5) and of every other power enabling it in that behalf, hereby makes the following Regulations:

PRELIMINARY

**Citation and commencement**

1. These Regulations may be cited as the Registration of Deeds Regulations (Northern Ireland) 1997 and shall come into operation on 1st April 1997.

**Interpretation**

2.—(1) In these Regulations—

“county” includes county borough;

“registration” except in regulation 14, means registration in the registry of deeds;

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- (1) 1970 c. 25 (N.I.): Sections 1(2), 13(2) and (4) and 19(1) were amended respectively by Articles 39(1), 47(1), (2) and (3), and 49 of S.I. 1992/811 (N.I. 7) and section 3(4A) was inserted by Article 41 of that Order; Sections 3A and 3B were inserted by S.I. 1989/2405 (N.I. 19) Art. 381 and Sch. 9 para. 77
- (2) S.I. 1992/811 (N.I. 7)
- (3) Functions of the Department of Finance transferred to the Department of the Environment; see S.I. 1982/338 (N.I. 6) Art. 5 and Sch. 1 Pt. II
- (4) S.I. 1984/1984 (N.I. 14)
- (5) S.I. 1989/2405 (N.I. 19)

“registrar” means the registrar of deeds;

“Registrar of Titles” means the Registrar of Titles appointed under the Land Registration Act (Northern Ireland) 1970<sup>(6)</sup> and any person authorised to fulfil the functions of such Registrar pursuant to paragraphs 4 to 9 of Schedule 1 to that Act;

“the Act” means the Registration of Deeds Act (Northern Ireland) 1970;

“the Matrimonial Charges Index” has the meaning assigned to it by regulation 13(2);

“the 1984 Order” means the Family Law (Miscellaneous Provisions) (Northern Ireland) Order 1984;

“the 1989 Order” means the Insolvency (Northern Ireland) Order 1989;

“working day” means a day on which the registry of deeds is open to the public for the transaction of business as provided for in the Registry of Deeds (Days and Hours of Business) Order 1958<sup>(7)</sup>.

(2) A Form referred to by number means a Form so numbered in the Schedule.

## Part I

### REGISTERS AND PROCEDURE FOR REGISTRATION

#### **Lodgment of deed or conveyance for registration**

3. The memorial of any deed or conveyance to be registered under section 1(1) of the Act shall be in Form 1.

#### **Specifications and characteristics of paper for memorial and other documents**

4. The paper to be used for—

(1) a memorial of any deed or conveyance to be registered under section 1(1) of the Act;

(2) any document authorised by any statutory provision to be treated as a memorial of another document;

(3) a copy document lodged in the registry of deeds pursuant to regulation 13(2) and a certificate transmitted to the registrar of deeds pursuant to regulation 14(1),

shall conform with the following specifications and characteristics—

##### *Type and Quality:*

(a) A cream wove archival writing paper to comply to British Standard BS ISO 9706: 1994 with a minimum substance of 100 grammes per square metre.

##### *Size:*

(b) 297 mm deep by 210 mm wide.

##### *Punching:*

(c) Two round holes 8 mm in diameter shall be punched on the binding (long) edge at centres 237 mm apart. The centres of the holes shall be 15 mm from the binding edge and 30 mm from the top and bottom edges.

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<sup>(6)</sup> 1970 c. 18 (N.I.) as amended by S.I. 1992/811 (N.I. 7)

<sup>(7)</sup> S.R. & O. (N.I.) 1958 No. 193

*Margins:*

- (d) Margins shall be delineated by lines ruled parallel to the edges of the paper, such lines being 30 mm from the binding edge on both sides of the paper and 30 mm from the bottom 210 mm edge on the obverse of the paper. All margins shall be left blank except for use by the registry of deeds.

*Design:*

- (e) The paper shall be designed to enable any written matter on the obverse to be read so that the binding edge is on the left hand side and any written matter on the reverse to be read so that the binding edge is on the right hand side.

**Allocation of serial numbers**

5.—(1) Subject to paragraph (4) every document lodged for registration in the registry of deeds other than by sending it by post shall be allocated a serial number according to—

- (a) the calendar year in which the document is so lodged, and
- (b) the sequential order in date and time of such lodgment as determined in accordance with paragraphs (2) and (3).

(2) The serial number shall be allocated to each document on the same day as that on which the document is lodged in the registry of deeds for registration.

(3) Where two or more documents to be registered are brought other than by post to the registry of deeds at the same time, they shall, as between themselves, be registered in the order in which the person lodging them directs.

(4) Where a duplicate or counterpart copy of a document has been lodged in the registry of deeds for registration at the same time as the original document, the duplicate or counterpart copy shall be given the same serial number as the original document.

(5) In this regulation and in regulation 6 the serial numbers allocated shall be from a single series.

**Lodgment of documents by post and allocation of serial numbers**

6.—(1) Subject to paragraph (7) every document lodged in the registry of deeds by sending by post shall be allocated a serial number according to—

- (a) the calendar year in which the document is so lodged, and
- (b) the sequential order in date and time of such lodgment as determined in accordance with paragraphs (2) to (5).

(2) Any such documents which are received on or after the final closure of the registry of deeds to the public for the transaction of business on a working day and prior to the first opening of that registry to the public for the transaction of business on the next working day shall be treated as having been lodged at the same time and immediately on such first opening.

(3) Any such documents which are received after the first opening of the registry of deeds to the public for the transaction of business on a working day and prior to the final closure of that registry to the public for the transaction of business on that day shall be treated as having been lodged at the same time and immediately before such final closure on that day.

(4) The sequential order in time for the allocation of serial numbers to those documents that are treated as having been lodged at the same time shall, as between themselves, be as follows—

- (a) envelopes containing such documents shall, as between themselves, be opened in random order and, subject to sub-paragraphs (b) and (c), the contents of envelopes shall be allocated serial numbers in the order of opening of such envelopes;

- (b) where two or more such documents are sent in the same envelope, the sender shall expressly direct in writing the order, as between the documents, in which the documents should be registered and the documents shall be allocated appropriate sequential serial numbers to effect registration in such order;
  - (c) in the absence of such an express direction in writing, the serial numbers for such documents shall be allocated, as between themselves, in the order in which they are extracted from the envelope.
- (5) The direction in writing referred to in paragraph (4)(b) may be in Form 2.
- (6) The serial number shall be allocated to each document on the same day as that on which the document is received in the registry of deeds in accordance with paragraphs (2) and (3).
- (7) Where a duplicate or counterpart copy of a document has been lodged in pursuance of this regulation for registration at the same time as the original document, the duplicate or counterpart copy shall be given the same serial number as the original.

### **Filing of memorials**

7. Memorials of documents lodged for registration in the registry of deeds shall be kept in files in sequence according to the calendar year in which such memorials are treated as lodged for registration and the serial numbers allocated to them pursuant to regulations 5 and 6.

### **Abstract Book**

8.—(1) As soon as convenient after the memorial of a document is filed in the registry of deeds, an abstract of that memorial shall be entered in the Abstract Book containing the following particulars—

- (i) the date of registration;
- (ii) the serial number allocated to it under regulations 5 and 6;
- (iii) the date of the document;
- (iv) the nature of the document;
- (v) the names of all the grantors and the grantees, except that where there are numerous grantors or numerous grantees, these may be limited to one or more grantors or grantees;
- (vi) the geographical description (*e.g. street, town, townland and county*) of the land affected by the document; and
- (vii) the particulars required to be entered under regulation 21(2).

(2) The abstracts shall be entered in the Abstract Book in the same sequence as the memorials to which they relate.

### **Index of Names**

9.—(1) The Index of Names shall consist of a series of files or books and each series shall cover a maximum period of five years.

(2) The pages in each file or book shall be in alphabetical order according to the surname and first forename of the grantor entered thereon and shall contain an entry for each grantor specified in a registered document.

(3) Each entry in the Index of Names shall contain the following—

- (i) the surname, first forename and the initial letter of each subsequent forename of each grantor specified in a registered document followed where there is more than one such grantor by the words “and another” or “and others” as the case may require;

- (ii) the surname, first forename and the initial letter of each subsequent forename of a grantee specified in the registered document followed where there is more than one such grantee by the words “and another” or “and others” as the case may require;
- (iii) the county in which the land affected by the registered document is situate;
- (iv) the letter “G” for any land described in general words which cannot be allocated as in subparagraph (iii);
- (v) the serial number allocated to the registered document under regulations 5 and 6.

(4) All such entries shall when practicable be made and completed before the time of the final closure of the registry of deeds to the public on the third working day after the day on which such registered document is or, as the case may be, is treated as lodged for registration. If it is impracticable to make and complete the entries within this time, the registrar shall cause a public notice to be posted in a conspicuous part of the registry of deeds stating to what day such entries have been made and completed.

## Part II

### PENDING ACTIONS AND VACATION OF COURT ORDERS

#### **Registration of pending actions**

**10.** The document to be lodged in the registry of deeds under section 3(2) of the Act for the purpose of registering a pending action other than a bankruptcy petition shall be in Form 3.

#### **Vacation of registration of pending actions**

**11.—**(1) The certificate of the appropriate court to be lodged in the registry of deeds under section 3(4) of the Act for the purpose of vacating the registration of a pending action other than a bankruptcy petition shall be in Form 4.

(2) The certificate to be lodged in the registry of deeds under section 3(4A) of the Act for the purpose of vacating the registration of a pending action other than a bankruptcy petition shall be in Form 5.

#### **Vacation of registration of judgments, decrees or orders**

**12.** The registration of a judgment, decree or order of a court (other than a bankruptcy order) may be vacated by the lodgment of a certificate of the appropriate court stating that the judgment, decree or order has been satisfied or has otherwise ceased to have effect.

## Part III

### MATRIMONIAL CHARGES

#### **Registration, etc., of matrimonial charges**

**13.—**(1) The documents to be lodged in the registry of deeds under Article 6(6) of the 1984 Order for or in connection with—

- (a) the registration of a matrimonial charge to which Article 6(1)(b) of the 1984 Order applies;
- (b) the renewal of such registration;

(c) the vacation, release or variation of such registration or the postponement of the priority of a matrimonial charge so registered, shall be in Forms 6, 7 and 8, respectively.

(2) Each document so lodged shall be accompanied by a copy certified as a true copy by the person lodging the document for registration or causing it to be so lodged, and such document shall, subject to regulation 4, be registered—

- (a) by filing the copy in the registry of deeds in sequence according to the serial number allocated to the document under regulations 5 and 6; and
- (b) by recording the document in an index kept in the registry of deeds for that purpose (“the Matrimonial Charges Index”).

### **Cancellation and vacation of registration on foot of subsequent registration**

**14.**—(1) Where the Registrar of Titles or the registrar (as the case may be) is notified by a spouse pursuant to Article 7(3) of the 1984 Order of a subsisting registration of a matrimonial charge, then, upon the subsequent registration of a matrimonial charge in favour of that spouse in respect of another dwelling house, the Registrar of Titles or the registrar shall (as the circumstances require)—

- (a) cause the first mentioned registration (which has ceased to have effect by virtue of Article 7(2) of the 1984 Order) to be cancelled or vacated; or
- (b) cause a certificate in Form 9 to be transmitted to the registrar or the Registrar of Titles (as the case may be), who shall, on receipt of such certificate, cause the first mentioned registration to be cancelled or vacated.

(2) The registration of a matrimonial charge in the registry of deeds which has ceased to have effect by virtue of Article 7(2) of the 1984 Order shall be vacated (as the circumstances require) by—

- (a) making an entry in the Matrimonial Charges Index recording in relation to that registration a reference to the superseding registration in the registry of deeds; or
- (b) filing a certificate made by or on behalf of the Registrar of Titles pursuant to paragraph (1) (b) in the registry of deeds in sequence according to the serial number allocated to it under regulations 5 and 6 and recording the certificate in the Matrimonial Charges Index.

## **Part IV**

### **INSOLVENCY**

#### **Registration of bankruptcy petition**

**15.** The document to be lodged in the registry of deeds for registration of a bankruptcy petition pursuant to section 3A(8) of the Act shall be in Form 10.

#### **Vacation of registration of bankruptcy petition**

**16.** The certificate of the appropriate court to be lodged in the registry of deeds for the purpose of vacating the registration of a bankruptcy petition shall be in Form 11.

### **Registration of bankruptcy order**

17. The document to be lodged in the registry of deeds for registration of a bankruptcy order pursuant to section 3B(9) of the Act shall be in Form 12.

### **Registration of order amending title of insolvency proceedings**

18. Where an order has been made by the High Court amending the title of proceedings in an insolvency matter and the order has been lodged for registration in accordance with the Registration of Deeds Acts, the registrar shall on registration of such order include in the entries of the relevant bankruptcy petition and bankruptcy order (as the case may require) a reference to the amending order and the date of its registration in the registry of deeds.

### **Vacation of registration of bankruptcy order**

19. The certificate of the appropriate court to be lodged in the registry of deeds for the purpose of vacating the registration of a bankruptcy order shall be in Form 13.

### **Registration of bankrupt's rights of occupation and the vacation, variation, release or postponement of priority of such rights**

20.—(1) Regulations 13 and 14 shall not apply to a bankrupt's rights of occupation under Article 310 of the 1989 Order.

(2) The document to be lodged in the registry of deeds for registration of a charge in respect of such rights of occupation shall be in Form 14.

(3) Except as provided in paragraph (5) the document to be lodged in the registry of deeds for registration of the variation of a bankrupt's rights of occupation, or the release of any interest in all or any part of the relevant dwelling house from such rights, or the postponement of the priority of such rights shall be in Form 15.

(4) Except as provided in paragraph (6), where a charge in respect of a bankrupt's rights of occupation affects unregistered land, its registration in the registry of deeds and the variation, release of, or the postponement of the priority of, such registration shall be effected by entering particulars of such document in the Abstract Book and in the Index of Names.

(5) The document to be lodged in the registry of deeds for the purpose of vacating the registration of a charge in respect of such rights of occupation shall be—

- (a) an office copy of a judgment, decree or order of a court authorising the vacation of or terminating such charge;
- (b) a certificate signed by an official of a court or under the seal of a court stating that such charge or the rights of occupation protected by such charge have ceased to have effect; or
- (c) a certificate in Form 16 made by the bankrupt.

(6) The registration of a document lodged in the registry of deeds for the purpose of vacating the registration of a charge in respect of such rights of occupation shall be effected by entering a memorandum of such vacate in the Abstract Book adjacent to the entry of the registration of the relevant charge.

(7) When lodging a document referred to in paragraphs (2) and (3), the original document shall be accompanied by a copy certified as a true copy by the person lodging the document for registration or causing it to be so lodged. The original document shall, for the purpose of the Registration of Deeds Acts, be treated as the document to be registered and the copy shall, subject to regulation 4, be treated for those purposes as the memorial of that document.

### **Additional entries in Abstract Book and Index of Names**

**21.**—(1) In the application of regulation 8 to a memorial lodged in connection with the registration of a document referred to in regulations 15, 17, 18, and 20(2) and (3) the debtor or the bankrupt (as the case may be) and, where applicable, the trustee of the bankrupt’s estate, shall be deemed to be grantors appearing in the memorial.

(2) In addition to the particulars required by regulation 8 to be contained in the abstract of such memorials, there shall be entered therein the following particulars—

- (i) the title of the bankruptcy petition or the bankruptcy order (as the case may be);
- (ii) the date of presentation of such petition, or the date of such order (as the case may be); and
- (iii) the High Court record number;

so far as the particulars are contained in the memorial.

(3) In the application of regulation 9 to the registration of a document referred to in regulations 15, 17, 18, 20(2) and (3) the debtor or the bankrupt (as the case may be) and, where applicable, the trustee of the bankrupt’s estate, shall be deemed to be grantors appearing in that document.

## **Part V**

### **SEARCHES**

#### **Requisitions for searches**

**22.**—(1) A requisition for a common search made under section 13(1) of the Act shall be in Form 17 and a requisition for a negative search made under that section shall be in Form 18.

(2) Requisitions referred to in paragraph (1) shall be written on paper of durable quality with dimensions of 297 mm deep by 210 mm wide.

(3) Subject to paragraph (6), requisitions for common searches shall be kept in the registry of deeds in sequential order in accordance with serial numbers allocated to them and the relevant serial number shall be endorsed on each requisition.

(4) Requisitions for searches shall be recorded pursuant to Section 13(2) of the Act in the manner set out in paragraph (5) in files or books each consisting of a series covering a maximum period of five years in which each requisition shall be recorded in sequence according to the date on which it is received.

(5) The entry in respect of each requisition in the files or books referred to in paragraph (4) shall consist of the following particulars—

- (i) the date on which the requisition was received;
- (ii) the serial number allocated to it;
- (iii) the name of the applicant for the search;
- (iv) the date of completion of the search; and
- (v) the letter “C” if the requisition relates to a common search or the letter “N” if the requisition relates to a negative search.

(6) A requisition under paragraph (1) or a record thereof under paragraph (4) shall be kept in the registry of deeds for a period of not less than 20 years.



### **Common search, negative search and public search**

**23.**—(1) A common search shall be carried out in accordance with the requisition to which it relates by one officer of the registry of deeds.

(2) A negative search shall be carried out in accordance with the requisition to which it relates by two officers of the registry of deeds (independently of each other), who shall agree as to the result.

(3) Any person may—

(a) during the hours when the registry of deeds is open to the public for the transaction of business<sup>(10)</sup>, and

(b) in the presence of any officer of that registry,

search, inspect and examine, and make extracts from or short notes of, the indices, abstracts, transcript books and files and books of memorials and of other documents registered under the Registration of Deeds Acts.

### **Statement of common search and certificate of negative search**

**24.**—(1) The statement to be issued on the completion of a common search shall be in Form 19 and the certificate to be issued on the completion of a negative search shall be in Form 20.

(2) The particulars of each memorial set forth in that statement or certificate shall contain the same particulars as an abstract under regulations 8 and 21(2) and the particulars so set forth of each document relating to a matrimonial charge shall contain—

(a) the name of the person against whom the charge is registered;

(b) the name of the person in whose favour the charge is registered;

(c) the identification of the dwelling house affected by the charge; and

(d) the nature of the document and its date of registration and serial number.

(3) Where—

(a) a note has been made pursuant to Article 3(6) of the Property (Discharge of Mortgage by Receipt) (Northern Ireland) Order 1983<sup>(11)</sup> that a receipt has been given in satisfaction of a mortgage; or

(b) an order charging land has been cancelled pursuant to Article 132(1) of the Judgments Enforcement (Northern Ireland) Order 1981<sup>(12)</sup>,

any statement of the result of a common search or certificate of the result of a negative search which includes details of such mortgage or order shall include reference to the relevant satisfaction or cancellation.

## **Part VI**

### **Revocations**

**25.** The following Regulations so far as they were in force immediately before the commencement of these Regulations are hereby revoked—

Registration of Deeds Regulations (Northern Ireland) 1968<sup>(13)</sup>;

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<sup>(10)</sup> See the Registry of Deeds (Days and Hours of Business) Order 1958 (S.R. & O. (N.I.) 1958 No. 193)

<sup>(11)</sup> S.I. 1983/766 (N.I. 9)

<sup>(12)</sup> S.I. 1981/226 (N.I. 6)

<sup>(13)</sup> S.R. & O. (N.I.) 1968 No. 92

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Registration of Pending Actions Regulations (Northern Ireland) 1971(14);  
Registration of Deeds (Nature of Paper) Regulations (Northern Ireland) 1971(15);  
Matrimonial Charges Regulations (Northern Ireland) 1989(16);  
Insolvency (Registration of Deeds) Regulations (Northern Ireland) 1991(17).

Sealed with the Official Seal of the Department of the Environment on 24th January 1997.

L.S.

*C. D. Doake*  
Assistant Secretary

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(14) S.R. & O. (N.I.) 1971 No. 86  
(15) S.R. & O. (N.I.) 1971 No. 249  
(16) S.R. 1989 No. 271  
(17) S.R. 1991 No. 382

SCHEDULE

Form 1

**Form of memorial for registration of a deed or conveyance (regulation 3)**

MEMORIAL TO THE REGISTRAR OF DEEDS FOR NORTHERN IRELAND

|    |   |
|----|---|
| 1. | <b>Name and address of person or firm applying for registration:</b>  |
| 2. | <b>Nature and date of document:</b>   |
| 3. | <b>Parties:</b><br><i>(state names and addresses as set out in the document and indicate whether Grantor or Grantee)</i>  |
| 4. | <b>Property:</b><br><i>(state briefly the geographical description of the property affected by the document, e.g. street, town, townland and county)</i>  |
| 5. | <b>Term of years (if Leasehold):</b> The term of . . . years from . . . . . created by the document referred to in paragraph 2 (or by the Lease recited in the document referred to in paragraph 2) |
| 6. | <b>Execution:</b><br><i>(set out the names of the parties executing the document and the names and addresses of the witnesses to each execution, as set out in the document)</i>                    |
| 7. | <b>Additional information (if any):</b>   |

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## Form 2

### Application to accompany deed or conveyance lodged for registration (regulation 6(5))

*Note 1. Separate forms **must** be completed for transactions relating to separate properties.*

*Note 2. All documents **must** be listed - e.g. lease, counterpart lease, memorial, mortgage vacate.*

To the Registrar of Deeds for Northern Ireland

**1. Documents lodged for registration, in order of priority—**

| Nature of the document<br><i>(see Note 2)</i>  | Brief particulars of parties | Fee        | Official Use<br>Serial No. |
|--|------------------------------|------------|----------------------------|
|  |                              |            |                            |
| I/We enclose a crossed cheque/postal order payable to "Registry of Deeds for N.I." for |                              | Total<br>£ | Return Date                |

**2. Applicant:**

*(state name, address including postcode, telephone number and any relevant reference)*

**3. Application for registration**

The Applicant applies for registration of the documents referred to in paragraph 2 in the order in which they are listed therein.

Dated *(insert date)*

*(Signature of Applicant)*

## Form 3

### Document for registration of a pending action (regulation 10)

To the Registrar of Deeds for Northern Ireland

#### Registration of a pending action in accordance with section 3 of the Registration of Deeds Act (Northern Ireland) 1970

|  |
|--|
| Name of person whose interest in land is to be affected: |
| Address:   |
| Occupation or description:                               |

|   |                     |
|---|---------------------|
| Title of action or proceeding:  |                     |
| Nature of action or proceeding:   |                     |
| Description of the land the subject of action or proceeding and in respect of which the pending action is to be registered: | <i>(see Note 1)</i> |
| Court in which action or proceeding is pending:   | <i>(see Note 2)</i> |
| Court record number of action or proceeding:  |                     |
| Name and address of Plaintiff or Applicant:   |                     |
| Name and address of Defendant or Respondent:  |                     |
| Date of commencement or entry of action or proceeding:  |                     |

|  |
|--|
| Name and address of person or firm seeking registration of pending action: |
|--|

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I certify that the foregoing particulars of the action or proceeding before the above mentioned Court are true and correct.

Dated (insert date)

(Signature of Court Official)

*Note 1 All available particulars of the geographical description should be furnished, e.g. street, town, township and county, as appropriate.*

*Note 2 State division of the High Court or division of the County Court, as appropriate.*

## Form 4

### **Court certificate to vacate the registration of a pending action (regulation 11(1))**

To the Registrar of Deeds for Northern Ireland

**Certificate to vacate the registration of a pending action in accordance with section 3(4) of the Registration of Deeds Act (Northern Ireland) 1970**

Date of registration of pending action in Registry of Deeds:

Registration Serial Number:

Name of person whose interest in land is affected by the pending action:

Address:

Title of action or proceeding:

Nature of action or proceeding:

Description of the land the subject of action or proceeding: *(see Note 1)*

Court in which action or proceeding was pending: *(see Note 2)*

Court record number of action or proceeding:

Name and address of Plaintiff or Applicant:

Name and address of Defendant or Respondent:

Date of commencement or entry of action or proceeding:

Result of action or proceeding:

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|  |
|--|
| Name and address of person or firm seeking to vacate registration of pending action: |
|--|

I certify that the foregoing particulars of the action or proceeding which was before the above-mentioned Court are true and correct and that the action or proceeding has been completed.

Dated (insert date)

(Signature of Court Official)

*Note 1 All available particulars of the geographical description should be furnished, e.g. street, town, townland and county, as appropriate.*

*Note 2 State Division of the High Court or division of the County Court, as appropriate.*



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## Form 5

### **Certificate to vacate the registration of a pending action in accordance with section 3(4A) of the Act (regulation 11(2))**

To the Registrar of Deeds for Northern Ireland

#### **Certificate to vacate the registration of a pending action in accordance with section 3(4A) of the Registration of Deeds Act (Northern Ireland) 1970**

Date of registration of pending action in Registry of Deeds:

Registration Serial Number:

Name of person whose interest in land is affected by the pending action:

Address:

Title of action or proceeding:

Nature of action or proceeding:

Description of the land the subject of action or proceeding: *(see Note 2)*

Court in which action or proceeding was pending: *(see Note 3)*

Court record number of action or proceeding:

Name and address of Plaintiff or Applicant:

Name and address of Defendant or Respondent:

Date of commencement or entry of action or proceeding:

Result (if any) of action or proceeding:

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I, A.B. of *(insert address)* hereby certify that—

- (1) the foregoing particulars of the action or proceeding which was before the above mentioned Court are true and correct;
- (2) the action or proceeding was registered, as set out above, in the Registry of Deeds on my behalf *(or on behalf of C.D. of insert address)*;
- (3) the said C.D. died on *(insert date)* and Letters of Administration of his estate *(or Probate of his will or Letters of Administration with his will annexed)* were *(was)* on *(insert date)* granted to my client E.F. of *(insert address)*;
- (4) I *(add where appropriate, the solicitor for the said C.D. or E.F.)* hereby require that registration of the action or proceeding be vacated *(add, where appropriate, the action or proceeding having terminated)*.

Dated *(insert date)*

Signed by the said A.B.  
in the presence of

*(see Note 4)*

*Note 1 See section 3(4A) of the Registration of Deeds Act (Northern Ireland) 1970 which was inserted by Article 41 of the Registration (Land and Deeds) (Northern Ireland) Order 1992 S.I. 1992/811 (N.I. 7) regarding the circumstances relating to the use of this certificate and the witnessing requirements.*

*Note 2 All available particulars of the geographical description should be furnished, e.g. street, town, townland and county, as appropriate.*

*Note 3 State division of the High Court or division of the County Court, as appropriate*

*Note 4 To be attested by at least one witness whose name and address must be furnished.*

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## Form 6

### Notice of a matrimonial charge (regulation 13(1))

FAMILY LAW (MISCELLANEOUS PROVISIONS) (NORTHERN IRELAND) ORDER 1984  
(“the 1984 Order”)

To the Registrar of Deeds for Northern Ireland

| Particulars of matrimonial charge to be registered—  |              |
|--|--------------|
| Name(s), address(es) and occupation(s) or description(s) of the person(s) against whom the matrimonial charge is to be registered: | (see Note 1) |
| Name and address of the person entitled to the benefit of the matrimonial charge in whose favour it is to be registered:           | (see Note 2) |
| Identification of the dwelling house affected by the charge:   | (see Note 3) |

*(omit if not applicable)*

Particulars of court order made by virtue of Article 5(4) of the 1984 Order:

By an order of the Family Division of the High Court of Justice in Northern Ireland (or the *(insert name of)* Recorder's Court or the County Court for the Division of *(insert name)* dated *(insert date)* and made by virtue of Article 5(4) of the 1984 Order it was directed that *(give particulars of any direction extending the rights of occupation of person entitled to the benefit of the charge in respect of the above-mentioned dwelling house beyond the termination of the marriage of that person by death or otherwise).*

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*(omit if not applicable)*

**Particulars of subsisting registration of matrimonial charge which is to be cancelled or vacated by virtue of Article 7 of the 1984 Order**

|   |   |
|---|---|
| Particulars of any subsisting registration of a matrimonial charge in favour of the person entitled to the benefit of the matrimonial charge identified in the particulars above: | <p><i>(if registered in the Land Registry in accordance with Article 6(1)(a) of the 1984 Order, give the following particulars—</i></p> <p>Charge registered in the Land Registry in—</p> <p>Folio:                      County:</p> <p>Registered Owner:                      )</p> <p><i>(if registered in the Registry of Deeds in accordance with Article 6(1)(b) of the 1984 Order, give the following particulars as set out in the document(s) which effected its registration—</i></p> <p>Charge registered in the Registry of Deeds:</p> <p>Name(s) of the person(s) against whom the charge is registered:</p> <p>Name of the person in whose favour the charge is registered:</p> <p>Identification of the dwelling house affected by the charge:</p> <p>Date and serial number of registration of the charge:</p> <p>Date and serial number of any renewal of registration in pursuance of Article 9(3) of the 1984 Order:                      )</p> |
|---|---|

By virtue of Article 7(2) of the 1984 Order the above registration ceases to have effect on the registration of the matrimonial charge to which this notice relates and is to be cancelled or vacated accordingly.

Date: *(insert date)* \_\_\_\_\_

Signed by the said *(insert name)* \_\_\_\_\_ *(see Note 1)*

in the presence of— \_\_\_\_\_

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|   |
|---|
| Name and address of person or firm lodging document for registration: |
|---|

*Note 1* By virtue of Article 6(1) of the 1984 Order a matrimonial charge may be registered when it is a charge on a legal estate, defined in Article 3(1) to include an equity of redemption arising on the conveyance or assignment of the legal estate by way of mortgage. Where the person against whose legal estate it is proposed to register the charge has granted a mortgage in respect of the dwelling house and the mortgage is registered in the Registry of Deeds, the name of that person (forenames and surname) should be furnished in accordance with the name of the mortgagor (grantor) in the registered mortgage deed; otherwise the full name (e.g. in accordance with a birth certificate) should be furnished.

*Note 2* The full name should be furnished.

*Note 3* All available particulars of the geographical description should be furnished, e.g. the name and number of the dwelling house, the street, town, township and county as appropriate. Reference might be made to the identification of the dwelling house as given in an earlier registered deed (such as a mortgage). Refer to any release as respects part of the dwelling house and to any order of the court under Article 4 of the 1984 Order in relation to the rights of occupation constituting the charge.

*Note 4* To be signed by the person entitled to the benefit of the matrimonial charge whose signature must be attested by at least one witness whose name and address must be furnished.

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## Form 7

### Renewal of the registration of a matrimonial charge (regulation 13(1))

FAMILY LAW (MISCELLANEOUS PROVISIONS) (NORTHERN IRELAND) ORDER 1984  
 ("the 1984 Order")

To the Registrar of Deeds for Northern Ireland

| <b>Particulars of the matrimonial charge whose registration is to be renewed—</b>                                  |                               |
|--|-------------------------------|
| Name(s) and address(es) of the person(s) against whom the matrimonial charge is registered:                        | <i>(see Note 2 in Form 6)</i> |
| Name and address of the person entitled to the benefit of the matrimonial charge in whose favour it is registered: | <i>(see Note 2 in Form 6)</i> |
| Identification of the dwelling house affected by the charge:   | <i>(see Note 3 in Form 6)</i> |
| Date and serial number of registration:  |                               |
| Particulars of court order made by virtue of Article 5(4) of the 1984 Order:                                       | <i>(as in Form 6)</i>         |

|   |                               |
|---|-------------------------------|
| Dated <i>(insert date)</i>                                  |                               |
| Signed by the said <i>(insert name)</i> in the presence of— | <i>(see Note 4 in Form 6)</i> |

|   |
|---|
| Name and address of person or firm lodging document for registration: |
|---|

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## Form 8

### Vacation or variation of the registration of a matrimonial charge or the postponement of its priority (regulation 13(1))

FAMILY LAW (MISCELLANEOUS PROVISIONS) (NORTHERN IRELAND) ORDER 1984  
("the 1984 Order")

To the Registrar of Deeds for Northern Ireland

I, A.B. of *(insert address)* make oath and say as follows—

1. I am *(state the capacity in which this affidavit is made)* and I refer to the matrimonial charge particulars of which are as follows—

**Particulars of the matrimonial charge whose registration is to be vacated, released or varied or whose priority is to be recorded as postponed—**

Name(s) of the person(s) against whom the charge is registered:

Name of the person in whose favour the charge is registered:

Identification of the dwelling house affected by the charge:

Date and serial number of registration of the charge:

Date and serial number of any renewal of registration in pursuance of Article 9(3)(a) of the 1984 Order:

2. I refer to and exhibit as the Schedule hereto *(continue as appropriate, e.g.)*
  - \* a release dated *(insert date)* whereby *(insert name)*, the person in whose favour the said matrimonial charge is registered, has released *(insert in part if applicable)* the rights of occupation constituting the said matrimonial charge.
  - \* a copy of an order of *(insert name of court)* dated *(insert date)*, certified as a true copy of the said order by the proper officer of the said court. The said order, made under Article 4 of the 1984 Order, *(briefly state the effect of the order)*.
  - \* a copy of the decree absolute of divorce in respect of *(insert names of parties)* pronounced on *(insert date)* by *(insert name of court)* certified as a true copy of the said decree by the proper officer of the said court. The said decree terminated the marriage under which the rights of occupation constituting the said matrimonial charge arose. The registration of the said matrimonial charge was not effected under Article 9(3) of the 1984 Order

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on the basis of an order made by virtue of Article 5(4) of the 1984 Order extending the rights of occupation beyond the termination of the marriage, nor was the registration so renewed.

- \* a copy of a decree absolute of nullity of marriage in respect of *(insert names of parties)* pronounced on *(insert date)* by *(insert name of court)* certified as a true copy of the said decree by the proper officer of the said court. The said decree declared void *(or annulled)* the marriage under which the rights of occupation constituting the said matrimonial charge arose.
  - \* a copy of a declaration of marital status in respect of *(insert names of parties)* made on *(insert date)* by *(insert name of court)* certified as a true copy of the said declaration by the proper officer of the said court. The said declaration declared that a divorce *(or annulment)* obtained in a country outside Northern Ireland in respect of the marriage under which the rights of occupation constituting the said matrimonial charge arose is entitled to recognition in Northern Ireland. [The registration of the said matrimonial charge was not effected under Article 9(3) of the 1984 Order on the basis of an order made by virtue of Article 5(4) of the 1984 Order extending the rights of occupation beyond the termination of the marriage, nor was the registration so renewed.]
  - \* a death certificate in respect of *(insert name)* *(add, if appropriate, the spouse of)* the person in whose favour the charge is registered. [The registration of the said matrimonial charge was not effected under Article 9(3) of the 1984 Order on the basis of an order made by virtue of Article 5(4) of the 1984 Order extending the rights of occupation constituting the said matrimonial charge beyond the death of the spouse of the person in whose favour the said matrimonial charge is registered, nor was the registration so renewed.]
  - \* a postponement of the priority of the said matrimonial charge dated *(insert date)* by *(insert name)*, the person in whose favour the said matrimonial charge is registered.
3. The registration of the said matrimonial charge has ceased to have effect by virtue of the events referred to in paragraph 2 hereof and set out in the Schedule hereto and is vacated *(or has effect subject to the events referred to in paragraph 2 hereof and set out in the Schedule hereto and is varied accordingly)*.

*(or, if applicable)*

- 3. The priority of the said matrimonial charge is postponed by virtue of the postponement referred to in paragraph 2 hereof and set out in the Schedule hereto.

*(Deponent's signature)*

Sworn this    day of            19    ,  
at                                    in the County of  
   before me a Commissioner  
for Oaths *(or Notary Public or Justice*  
*of the Peace or Solicitor having the*  
*powers conferred on a Commissioner*  
*for Oaths).*

*(Signature)*



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|   |
|---|
| Name and address of person or firm lodging document for registration: |
|---|

#### SCHEDULE

*(Where a document is to be exhibited as the Schedule, the document must be marked with the word "Schedule". The exhibit and a copy made in accordance with regulations 4 and 13(2) must be lodged when applying for registration.)*

*\* continue as appropriate to the circumstances relied on*

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## Form 9

### Certificate of Registrar (regulation 14(1))

REGISTRY OF DEEDS (OR LAND REGISTRY)

To the Registrar of Deeds for Northern Ireland (or Registrar of Titles)

**Certificate of Registrar of Deeds (or Registrar of Titles) where the registration of a matrimonial charge has ceased to have effect by virtue of Article 7(2) of the Family Law (Miscellaneous Provisions) (Northern Ireland) Order 1984 ("the 1984 Order")**

1. I hereby certify that the matrimonial charge, particulars of which are set out in the Schedule hereto, was registered in pursuance of Article 6(1)(b) of the 1984 Order as a burden in the Registry of Deeds (or in pursuance of Article 6(1)(a) of the 1984 Order in the Land Registry) on *(insert date)*
2. I further certify that I was notified in pursuance of Article 7(3) of the 1984 Order of a registered matrimonial charge, then subsisting as such, particulars of which are as follows

**Particulars of the matrimonial charge of which the Registrar of Deeds (or the Registrar of Titles) was notified in pursuance of Article 7(3) of the 1984 Order and whose registration has ceased to have effect by virtue of Article 7(2) thereof upon the registration of the charge referred to in the Schedule hereto—**

Charge registered in the Registry of Deeds—

Name(s) of the person(s) against whom the charge is registered:

Name of the person in whose favour the charge is registered:

Identification of the dwelling house affected by the charge:

Date and serial number of registration of the charge:

Date and serial number of any renewal of registration in pursuance of Article 9(3)(a) of the 1984 Order:

*(or, where appropriate)*

Charge registered in the Land Registry in:

Folio:

County:

Registered Owner:

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3. By virtue of Article 7(2) of the 1984 Order the registration of the matrimonial charge referred to in paragraph 2 above ceased to have effect upon the registration of the matrimonial charge referred to in the Schedule hereto.

Dated (insert date)

Signed

**SCHEDULE**

**Particulars of matrimonial charge registered in the Registry of Deeds  
(or Land Registry)**

Charge registered in the Registry of Deeds –

Name(s) of the person(s) against  
whom the charge is registered:

Name of the person in whose favour  
the charge is registered:

Date and serial number of registration  
of the charge:

*(or, where appropriate)*

Charge registered in the Land Registry in –

Folio:

County:

Registered Owner:

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

## Form 10

### Registration of bankruptcy petition (regulation 15)

To the Registrar of Deeds for Northern Ireland

**Registration of bankruptcy petition in accordance with section 3A of the Registration of Deeds Act (Northern Ireland) 1970**

|   |   |
|---|---|
| Title of bankruptcy petition                |   |
| Date of presentation of petition            |   |
| High Court record number                    |   |
| Particulars of debtor as stated in petition | <p>Surname:</p> <p>Forename(s):</p> <p>Occupation or description:</p> <p>Address(es):</p> |
| Land affected by the petition               | Any unregistered land of the debtor situated in Northern Ireland                          |

*(Certificate of High Court)*

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## Form 11

### Vacation of registration of bankruptcy petition (regulation 16)

#### Certificate to vacate the registration of a bankruptcy petition

|  |  |
|--|--|
| Title of bankruptcy petition   |  |
| Date of presentation of petition   |  |
| High Court record number   |  |
| Particulars of debtor as stated in bankruptcy petition ( <i>as amended if appropriate</i> )        | Surname:<br>Forename(s):<br>Occupation or description:<br>Address(es): |
| Date of registration of bankruptcy petition in Registry of Deeds and serial number of registration |  |

|  |  |
|--|--|
| Name and address of person or firm seeking to vacate registration of bankruptcy petition |  |
|--|--|

In the High Court of Justice in Northern Ireland Chancery Division (Bankruptcy)

I hereby certify that on (*insert date*) an order was made directing/permitting the vacation of the registration of the above bankruptcy petition in the Registry of Deeds.

Dated (*insert date*)

(*Signature of Court Official*)

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## Form 12

### Registration of bankruptcy order (regulation 17)

To the Registrar of Deeds for Northern Ireland

**Registration of bankruptcy order in accordance with section 3B of the Registration of Deeds Act (Northern Ireland) 1970**

|  |  |
|--|--|
| Title of bankruptcy order  |  |
| Date of order  |  |
| High Court record number   |  |
| Particulars of bankrupt as stated in bankruptcy petition (as amended if appropriate) | Surname:   |
|  | Forename(s):   |
|  | Occupation or description:   |
|  | Address(es):   |
| Land affected by the order   | Any unregistered land of the bankrupt situated in Northern Ireland |

*(Certificate of Official Receiver)*

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

## Form 13

### Vacation of registration of bankruptcy order (regulation 19)

#### Certificate to vacate the registration of a bankruptcy order

|   |  |
|---|--|
| Title of bankruptcy order   |  |
| Date of order   |  |
| High Court record number  |  |
| Particulars of bankrupt as stated in bankruptcy petition (as amended if appropriate)            | Surname:<br>Forename(s):<br>Occupation or description:<br>Address(es): |
| Date of registration of bankruptcy order in Registry of Deeds and serial number of registration |  |

|   |  |
|---|--|
| Name and address of person or firm seeking to vacate registration of bankruptcy order |  |
|---|--|

**In the High Court of Justice in Northern Ireland Chancery Division (Bankruptcy)**

I hereby certify that on *(insert date)* an order was made directing/permitting the vacation of the registration of the above bankruptcy order in the Registry of Deeds.

Dated *(insert date)*

*(Signature of Court Official)*

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

## Form 14

### Registration of bankrupt's rights of occupation (regulation 20(2))

To the Registrar of Deeds for Northern Ireland

#### Particulars of bankrupt's rights of occupation to be registered in the Registry of Deeds

|  |  |             |               |
|--|--|-------------|---------------|
| Title of bankruptcy order  |  |             |               |
| Date of order  |  |             |               |
| High Court record number   |  |             |               |
| Particulars of bankrupt  | Surname:<br>Forename(s):<br>Occupation or description:<br>Address(es): |             |               |
| Particulars of trustee in bankruptcy   | Surname:<br>Forename(s):<br>Occupation or description:<br>Address(es): |             |               |
| Particulars of dwelling house in which bankrupt has rights of occupation by virtue of Article 310 of the Insolvency (Northern Ireland) Order 1989 and particulars of the estate or interest therein which vests in the trustee in bankruptcy |  |             |               |
| Particulars of persons under the age of 18 to whom Article 310(1)(b) of the Insolvency (Northern Ireland) Order 1989 is applicable   | Surname  | Forename(s) | Date of Birth |



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I, the above mentioned (*name of bankrupt*) make oath and say that the above particulars are true and correct and I believe that I am entitled by virtue of Article 310 of the Insolvency (Northern Ireland) Order 1989 to the rights of occupation set out in that Article on so much of my estate or interest in the above-mentioned dwelling house as vests in the above-mentioned trustee of my estate.

(*Deponent's signature*)

Sworn this     day of     19     ,  
at     in the County of  
before me a Commissioner  
for Oaths (or Notary Public or Justice  
of the Peace or Solicitor having the  
powers conferred on a Commissioner  
for Oaths).

(*Signature*)

|  |
|--|
| Name and address of person or firm<br>lodging document for registration: |
|--|

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## Form 15

### Variation, release or postponement of bankrupt’s rights of occupation (regulation 20(3))

To the Registrar of Deeds for Northern Ireland

#### Affidavit relating to variation or release of a bankrupt’s rights of occupation or postponement of priority of such rights

|  |                          |
|--|--------------------------|
| Title of bankruptcy order  |                          |
| Particulars of bankrupt  | Surname:<br>Forename(s): |
| Particulars of trustee in bankruptcy   | Surname:<br>Forename(s): |
| Particulars of dwelling house the subject of bankrupt’s rights of occupation                                   |                          |
| Date of registration in Registry of Deeds of bankrupt’s rights of occupation and serial number of registration |                          |

I, A.B. of *(insert address)* aged 18 years and over make oath and say as follows—

1. I am *(state interest in matter or capacity of deponent)*.
2. I refer to the rights of occupation of *(insert name)*, a bankrupt, in the above-mentioned dwelling house.
3. The rights of occupation of the said *(insert name)* have been varied *(or released)* as follows—

*(set out details of variation or release and refer to all facts and give details of any document proving such variation or release. A copy of the document should be attached).*

*(or, where appropriate)*

The priority of the said rights of occupation has been postponed by a document of postponement made by the said bankrupt. A copy of the document of postponement is attached hereto and is marked "AB1".

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*(Deponent's signature)*

Sworn this    day of            19    ,  
at                            in the County of  
                                 before me a Commissioner  
for Oaths (or Notary Public or Justice  
of the Peace or Solicitor having the  
powers conferred on a Commissioner  
for Oaths).

*(Signature)*

|  |
|--|
| Name and address of person or firm<br>lodging document for registration: |
|--|

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

## Form 16

### Vacation of registration of bankrupt's rights of occupation (regulation 20(5))

To the Registrar of Deeds for Northern Ireland

#### Certificate to vacate registration of a bankrupt's rights of occupation

|  |              |
|--|--------------|
| Title of bankruptcy order  |              |
| Particulars of bankrupt  | Surname:     |
|  | Forename(s): |
| Particulars of trustee in bankruptcy   | Surname:     |
|  | Forename(s): |
| Particulars of dwelling house the subject of bankrupt's rights of occupation                                   |              |
| Date of registration in Registry of Deeds of bankrupt's rights of occupation and serial number of registration |              |

I, A.B., the above-named bankrupt hereby certify that—

1. the foregoing are particulars of the rights of occupation to which I was entitled in respect of the above-mentioned dwelling house;
2. my rights of occupation in the said dwelling house have now ceased.  
(Refer to the facts and any document proving such cessation.)

Dated (insert date)

Signed by the said A.B.  
in the presence of-

(see Note)

|   |
|---|
| Name and address of person or firm seeking to vacate registration of bankrupt's rights of occupation: |
|---|

*Note: To be signed by the bankrupt whose signature must be attested by at least one witness whose name and address must be furnished.*

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## Form 17

### Requisition for a common search (regulation 22(1))

To the Registry of Deeds

#### Requisition for a common search

I require a common search in the Registry of Deeds in—

- See Note 1*
- \*(a) the Index of Names for particulars of every memorial of a document registered therein—
  - \*(b) the Matrimonial Charges Index for particulars of every document relating to a matrimonial charge registered therein—

affecting the following lands and premises, made by all or any of the undernoted parties and registered during the periods set out respectively opposite their names.

LANDS AND PREMISES: (*see Note 2*)

| NAMES OF PARTIES FOR SEARCH IN INDEX OF NAMES: | PERIOD (dates inclusive) |    |
|--|--------------------------|----|
|  | From                     | To |
|  |                          |    |

| NAMES OF PARTIES FOR SEARCH IN MATRIMONIAL CHARGES INDEX:<br>( <i>see Note 3</i> ) | PERIOD (dates inclusive) |    |
|--|--------------------------|----|
|  | From                     | To |
|  |                          |    |

EXCEPTIONS (*if any*): (*see Note 4*)

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|   |
|---|
| Name and address of Solicitor<br>or person requisitioning search: |
|---|

|                     |
|---------------------|
| Dated (insert date) |
|---------------------|

|        |
|--------|
| Signed |
|--------|

*Note 1* \*Omit either (a) or (b) if not applicable.

*Note 2* All available particulars of the geographical description should be furnished, e.g. street, town, townland and county. The dwelling house affected by a matrimonial charge should be described as fully as possible.

*Note 3* In respect of a matrimonial charge, state name(s) of person(s) against whom and name of person in whose favour the charge may be registered.

*Note 4* Insert the date and description of the instrument(s), the names of the parties and the registration details if known.

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

## Form 18

### Requisition for a negative search (regulation 22(1))

To the Registry of Deeds

#### Requisition for a negative search

I require a negative search in the Registry of Deeds in

*See Note 1*   \*(a) the Index of Names for particulars of every memorial of a document registered therein --

              \*(b) the Matrimonial Charges Index for particulars of every document relating to a matrimonial charge registered therein—

affecting the following lands and premises, made by all or any of the undemoted parties and registered during the periods set out respectively opposite their names.

LANDS AND PREMISES: (see Note 2)

| NAMES OF PARTIES FOR SEARCH IN INDEX OF NAMES: | PERIOD (dates inclusive) |    |
|--|--------------------------|----|
|  | From                     | To |
|  |                          |    |

| NAMES OF PARTIES FOR SEARCH IN MATRIMONIAL CHARGES INDEX:<br>(see Note 3) | PERIOD (dates inclusive) |    |
|---|--------------------------|----|
|   | From                     | To |
|   |                          |    |

EXCEPTIONS (if any): (see Note 4)

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Name and address of Solicitor or person requisitioning search:

Dated (insert date) Signed

- Note 1 \*Omit either (a) or (b) if not applicable.*
- Note 2 All available particulars of the geographical description should be furnished, e.g. street, town, townland and county. The dwelling house affected by a matrimonial charge should be described as fully as possible*
- Note 3 In respect of a matrimonial charge, state name(s) of person(s) against whom and name of person in whose favour the charge may be registered.*
- Note 4 Insert the date and description of the instrument(s), the names of the parties and the registration details if known.*

### Form 19

#### Statement of result of a common search (regulation 24(1))

Registry of Deeds

##### Statement of result of a common search

The particulars of every memorial and every document relating to a matrimonial charge found to come within the terms of the annexed requisition, are set out in the Schedule hereto.

Dated (insert date)

Signed \_\_\_\_\_  
Registry of Deeds

##### SCHEDULE

(insert particulars, if any)



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## Form 20

### Certificate of result of a negative search (regulation 24(1))

Registry of Deeds

#### Certificate of result of a negative search

I certify that a search has been made in the Registry of Deeds as required by the requisition, a copy of which is included herein, and that there is not any memorial or document relating to a matrimonial charge coming within the terms of the said requisition, particulars of which said memorial or document are not truly set forth in the Schedule hereto.

*(insert copy of requisition)*

#### SCHEDULE

*(insert particulars, if any)*

Dated *(insert date)*

Signed \_\_\_\_\_  
Registry of Deeds

## INDEX

### List of Abbreviations:

---

| <b>R = Regulation or Regulations</b>                   | <b>F = Form or Forms</b>        |
|--|---------------------------------|
| <b>ABSTRACT BOOK</b>                                   |                                 |
| Abstract details in searches                           | R.24(2)                         |
| Contents of entries in,                                | R.8(1), 18, 20(4), 20(6), 21(2) |
| Sequential order of entries in,                        | R.8(2)                          |
| <b>APPLICATION</b>                                     |                                 |
| To accompany documents lodged by post for registration | R.6(5) F.2                      |
| <b>BANKRUPTCY (See INSOLVENCY)</b>                     |                                 |
| <b>CERTIFICATE</b>                                     |                                 |
| By bankrupt to vacate bankrupt's rights of occupation  | R.20(5)(c) & (6) F.16           |
| By court to vacate—                                    |                                 |
| Bankruptcy order                                       | R.19 F.13                       |
| Bankruptcy petition                                    | R.16 F.11                       |
| Bankrupt's rights of occupation                        | R.20(5)(b) & (6)                |

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## EXPLANATORY NOTE

*(This note is not part of the Regulations.)*

These Regulations, which come into operation on 1st April 1997, revoke and replace the Registration of Deeds Regulations (Northern Ireland) 1968, and the amending Regulations set out in regulation 25.

These Regulations are general regulations which implement the provisions of the Registration of Deeds Act (Northern Ireland) 1970, as amended by the Registration (Land and Deeds) Order (Northern Ireland) 1992, and the provisions of the Family Law (Miscellaneous Provisions) (Northern Ireland) Order 1984 and the Insolvency (Northern Ireland) Order 1989 which relate to the registration of documents in the Registry of Deeds. The Regulations contain provisions setting out the procedure to be followed in connection with the registration in the Registry of Deeds of documents affecting land.

The principal changes made by these Regulations are—

1. A new form of memorial has been prescribed for the registration of a deed or conveyance (regulation 3 and Form 1).
2. Provision has been made regulating the procedure for the registration of documents sent to the Registry of Deeds by post (regulation 6).
3. Revised specifications have been provided for the nature and size of paper to be used for memorials and requisitions for searches (regulations 4 and 22(2)).
4. An additional form of certificate has been prescribed for the vacation of a pending action (regulation 11(2) and Form 5).
5. Provision has now been made for the period of time that requisitions for searches or records of such requisitions are to be kept in the Registry of Deeds (regulation 22(6)).

A compliance cost assessment of the effect that these Regulations would have on the costs of business is available from the Customer Information Unit, Land Registers.

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