

CUSTOMER INFORMATION

BULLETIN



DOLA

OFFICE OF TITLES

Department of LAND ADMINISTRATION

No. 1, March 9, 1988

1. Customer Services Centre

A Customer Services Centre will be established to act as the focal point for general enquiries, complaints and customer education.

It will be located on the Lower Ground Floor of the Law Chambers Building and is planned to be fully operational by July 1988.

Until accommodation changes are completed, it will be limited to providing customer education by the release of Information Bulletins advising of changes to registration and searching procedures.

2. Renovations to the Lower Ground Floor, Law Chambers

The Office of Government Accommodation has engaged architects, Forbes and Fitzhardinge to prepare plans that will upgrade the public searching areas.

A high priority is to alleviate the overcrowding that occurs daily at the cashier area in the Searchroom.

3. Sale of Transfer of Land Act Forms

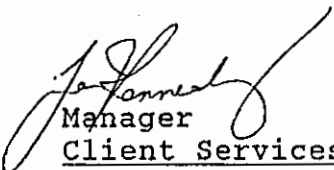
As from April 7th, Transfer of Land Act forms will be on sale at the Cashier located on the First Floor of the Law Chambers Building.

All sales will be cash and the cost of forms will be:

- . 10 cents for a single page form
- . 20 cents for a double page form.

Prior notice is required for large order of forms as only limited stocks will be held.

The forms are available for purchase during normal office hours from 8 am to 5 pm.


Manager
Client Services