

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

PU(A) 76/2002

IN exercise of the powers conferred by section 14 of the National Land Code 1965 [Act 56/65], as modified by the Federal Territory of Putrajaya (Modification of National Land Code) Order 2001 [PU(A) 213/2001], the Minister charged with the responsibility for lands in the Federal Territory of Putrajaya makes the following rules:

PART I

PRELIMINARY

1. Citation, application and commencement.

(1) These rules may be cited as the Federal Territory of Putrajaya Land Rules 2002.

(2) These Rules shall apply only to the Federal Territory of Putrajaya.

(3) These Rules shall come into operation on the date of the publication of these Rules in the Gazette.

2. Interpretation.

In these Rules, unless the context otherwise requires-

"Federal agency" means any body incorporated under any Federal law and includes local authority in the Federal Territory of Putrajaya;

"district" means the whole area of the Federal Territory of Putrajaya consisting of an area as shown in the plan identified by reference to Plan No. P. P. 2-2000, deposited in the office of the Director of Survey and Mapping, Selangor;

"Code" means the National Land Code;

"Government" means the Government of the Federation;

"State Director" means the Director of Lands and Mines for the Federal Territory of Putrajaya appointed under section 12 of the Code; and

"Administrator" means the Land Administrator and includes Assistant Land Administrator appointed under section 12 of the Code.

PART II

APPLICATION FOR LAND

3. Application for land.

(1) Every application for Federal land shall be made in Form 1 of these Rules and be submitted to the Administrator.

(2) Each application--

(a) shall be submitted in two copies;

(b) shall be accompanied with a fee prescribed in Schedule 4;

(c) shall be signed by the applicant or his duly appointed agent;

(d) shall be accompanied with two copies of plans which is duly signed and marked by the applicant; and

(e) in the case of a registered company or incorporated body, shall be signed by the persons who are legally authorized to sign on behalf of the company or corporation.

(3) If the application is not in conformity with these Rules, the Administrator shall refuse the application and may return it to the applicant.

4. Record of applications.

Except for the application which the Administrator has refused under subrule 3(3), the Administrator shall cause full particulars of the application to be entered in the "Record of Applications for Land" in Schedule 1.

5. Summary rejection by the Administrator.

The Administrator shall summarily reject any application for land in the following circumstances:

(a) the land has been alienated;

(b) the land has been approved for alienation but the title has yet to be registered;

(c) the land has been reserved for public purposes;

(d) the land has been earmarked to be reserved by the Administrator;

(e) the land has been approved for reservation but has yet to be gazetted;

(f) the applicant does not satisfy the requirement of section 43 of the Code;

(g) the land has been acquired under the Land Acquisition Act 1960 [Act 486];

(h) where the information regarding the particulars of the applicant or the land applied for or both is insufficient or contains false information;

(i) where the applicant has been certified dead or, in the case of a company, where the company has been dissolved or wound up, after the application has been registered; or

(j) as directed by the Government from time to time.

6. Approval of application.

(1) All alienation of Federal land shall be in the form of lease not exceeding 99 years unless the Government decides otherwise in any particular case or class of cases.

(2) After the alienation of Federal land is approved, the Administrator shall require the applicant to pay the premium and all necessary fees by issuing a notice in Form 5A of the Code.

(3) The payment of any sum demanded under subrule (2) shall be recorded by the Administrator both in the file dealing with the application for the land and in the Record of Applications for Land.

(4) The period of payment to be specified in Form 5A of the Code for the purpose of these Rules shall be three months from the date of service of notice:

Provided that the Administrator may, in any particular case as he deems fit, grant any extension of time for such payment which shall not in the aggregate exceed six months and provided further that the State Director may, in any particular case as he deems fit, grant any extension of time for such payment which shall not in the aggregate exceed two years.

(5) Notwithstanding the provision of subrule (4), the Government may, at its discretion, grant any further extension of time provided that the application for the extension is made before the existing extension of time is lapsed.

(6) The payment of deposit under section 82(2) of the Code, if any, shall be recorded by the Administrator in the Record of Applications for Land.

(7) The payment under subsection 8 1(2) of the Code shall be recorded in the file dealing with the application for land and in the Record of Applications for Land.

PART III LEASE OF RESERVED LAND

7. Lease of reserved land.

(1) Every application for lease of reserved land under section 63 of the Code shall be in Form 9 of these Rules and submitted to the Administrator.

(2) Such application shall be accompanied with two copies of plans and a fee as prescribed in Schedule 4.

(3) Upon the approval of the application and on payment of annual fee and deposit if any, the Administrator shall issue a lease in Form 4E of the Code.

(4) The fees in rule 23 shall be applicable for the purpose of determining the annual fee for reserved land.

PART IV PREMIUM

8. Premium.

(1) Subject to rule 6, the rates of premium to be charged upon all land alienated after the coming into operation of these Rules shall be calculated as follows:

(a) where alienation is by way of title in perpetuity, the rate of premium to be charged shall be determined by the Government based on the market value of the land approved for:

Provided that where the land is alienated for public purpose to the Government in the name of the Federal Lands Commissioner or the Islamic Council, the premium to be charged is RM100.00 per lot.

(b) where alienation is by way of lease, the rate of premium to be charged shall be calculated as follows:

Category:

(i)
Building-

(A) Residential

$1/4 \times \text{Value of the land}$
 \times
 $1/100$
 \times
For a term not exceeding 99 years
 $=$
Premium to be charged

(B) Commercial-

$1/2 \times \text{Value of the land}$
 \times
 $1/100$
 \times
For a term not exceeding 99 years
 $=$
Premium to be charged

(ii)
Industry-

$1/2 \times \text{Value of the land}$
 \times
 $1/100$
 \times
For a term not exceeding 99 years
 $=$
Premium to be charged;

(c) where alienation is for the purpose of a place of worship or burial ground for non-muslims, the rate of premium to be charged is RM3,000.00 per hectare or part thereof.

(2) For other purposes, the premium rate to be charged will be determined by the Government.

(3) For the purpose of this rule, the value of the land means the market value of the land at the time when the approval of the alienation is given as determined by the Valuation and Property Services Department of Malaysia.

9. Premium for leased land to be re-alienated.

(1) Where the period of lease of any alienated land that has expired is being re-alienated to the former registered proprietor, the rate of premium to be charged is one quarter of those specified in rule 8(b) and shall exclude the value of any building or cultivation then found on the land, provided that the application is submitted within one year before the expiry of the lease and

provided further that the applicant is the owner occupying the land with similar condition as before.

(2) Where the period of lease of any alienated land has not expired, when it is surrendered under section 197 of the Code and re-alienated to the former registered proprietor into one or more lots, the rate of premium to be charged shall be calculated as follows:

1/4
x
Value of the land
x
1/100
x
Term of = new lease
Premium to be changed

(3) For the purpose of this rule, the value of the land means the market value of the land at the time when the approval of the alienation is given as determined by the Valuation and Properties Services Department of Malaysia.

10. Premium for surrender and re-alienation of land under section 204D of the Code.

(1) Where re-alienation is by way of title in perpetuity, the rate of premium to be charged is RM100.00 per lot, provided that there is no change in the category of land use or express condition.

(2) Notwithstanding subrule (1), the rate of further premium prescribed in rule 12 is applicable, when there is a change in the category of land use or the express condition.

(3) Where re-alienation is by way of lease, the rate of further premium in rule 12 is applicable for the existing period of lease when there is a change in the category of land use or the express condition:

Provided that if there is an extension of the period of lease, the rate of further premium to be charged shall be the combination of the amount calculated as follows:

(a) for the purpose of calculating the rate of premium for the balance of the period of lease, where there is a change in the category of land use or the express condition, the rate prescribed in rule 12 is applicable; and

(b) for the purpose of calculating the rate of premium for the additional period of lease, rule 8 is applicable.

11. Remission or variation of premium.

The Government may remit in whole or in part or vary the rate of premium specified in rules 8 and 9 in any particular case as it deems fit.

12. Further premium on variation of category, etc.

(1) Where the Government approves any variation of category or express condition under section 124 or 124A of the Code, the rate of further premium to be charged under paragraph 124(5)(a) of the Code is as follows:

Item

Category of land use

Variation of express condition

Per centum of the value of land

1.

Building--

(a) residential

from building for residential to building for commercial

10%

(b) commercial

(i)

from building for commercial to building for industry

1%

(ii)

from one commercial purpose to another commercial purpose

1%

(iii)

from building for commercial to building for residential

1%

2.

Industry

(i)

from industry to building for commercial

1%

(ii)

from industry to building for residential

1%

(iii)

from one industrial purpose to another industrial purpose

1%

(2) Where the Government approves any variation of express condition to more than one purpose, further premium shall be charged as follows:

Item

Variation of category or express condition

Per centum of value of land

1.

From building for residential to building for residential and commercial

10%

2.

From building for commercial to building for residential and commercial
1%

(3) For the purpose of this rule, the "value of the land" means the market value of the land at the time when the approval of the variation of category or condition under section 124 of the Code is given as determined by the Valuation and Properties Services Department of Malaysia.

(4) The Government may, at its discretion, remit wholly or partially or vary the rate of further premium specified in this rule in any particular case as it deems fit.

13. Period for payment of further premium.

(1) Where an approval is given by the Government under section 124 or 124A of the Code, the Administrator shall issue Form 7G of the Code requiring the applicant to pay a further premium and other necessary fees.

(2) The period of payment to be specified in Form 7G of the Code, for the purpose of this rule, shall be within six months from the date of service of the notice:

Provided that the Administrator may, in any particular case as he deems fit, grant any extension of time of such payment which shall not in the aggregate exceed six months and provided further that the State Director may, in any particular case as he deems fit, grant any extension of time for such payment which shall not in the aggregate exceed two years.

(3) Notwithstanding the provision of subrule (2), the Government may, at its discretion, grant any further extension of time, provided that the application for the extension of time is made before the existing extension of time is lapsed.

PART V **RENT**

14. Annual rent.

(1) The rate of annual rent of all lands alienated shall be as follows:

Item

Description of land use

Rate of rent of town land per annum

1.

Residential

RM0.30 per square metre

2.

Commercial

RM3.00 per square metre

3.

Building for places of worship

RM0.22 per square metre

4.
Industrial
RM2.50 per square metre
5.
For public purposes by statutory bodies and local authority
RM0.05 per square metre
6.
For public purpose by the Government (land in the name of the Federal Lands Commissioner)
RM10.00 per hectare or part thereof
7.
Sports and recreation
 - (a) Driving range (golf)
RM200.00 per hectare or part thereof
 - (b) Shooting range
RM200.00 per hectare or part thereof
 - (c) Field
RM200.00 per hectare or part thereof
 - (d) Squash court
RM0.10 per square metre
 - (e) Badminton/ takraw court
RM0.10 per square metre
 - (f) Tennis court
RM0.10 per square metre
 - (g) Swimming pool
RM0.10 per square metre
 - (h) Skating-ring
RM0.10 per hectare or part thereof
 - (i) Equestrian
RM10.00 per hectare or part thereof
 - (1) Stadium/ velodrome
RM10.00 per hectare or part thereof
 - (k) Sports complex
RM10.00 per hectare or part thereof
8.
Education and Training Centre

(a) Pre-schooling

(i) Government-aided

RM0.10 per square metre or not exceeding RM100.00

(ii) Private

RM0.20 per square metre or not exceeding RM300.00

(b) Schooling Private

RM0.30 per square metre or not exceeding RM500.00

(c) Vocational

(i) Government-aided

RM0.10 per square metre or not exceeding RM300.00

(ii) Private

RM2.40 per square metre or not exceeding RM500.00

(d) Higher Education Institution

(i) Government-aided

RM0.10 per square metre or not exceeding RM500.00

(ii) Private

(e) Student Hostel

RM0.50 per square metre or not exceeding RM1,000.00

(i) Government-aided

RM0.10 per square metre or not exceeding RM100.00

(ii) Private

RM0.50 per square metre or not exceeding RM1,000.00

9.

General Utilities

(a) Tenaga Nasional/ Telekom substations

RM0.50 per square metre

(b) Liquefied petroleum gas storing area

RM0.50 per square metre

(c) Private parking space

RM10.00 per square metre

(d) Public parking space

RM1.00 per hectare or part thereof

(e) Oxidation pond/ inhoff tank

RM10.00 per hectare or part thereof

(f) Helipad

RM10.00 per hectare or part thereof

(g) Pump house/tank

RM10.00 per hectare or part thereof

10.

Building for Club, Society and Welfare Body

(a) Club/society registered the Societies Act 1966 [Act 335]

RM0.20 per square metre under or not exceeding RM300.00

(b) Welfare body/old folks home/orphanage

RM0.20 per square metre or not exceeding RM300.00

(c) Private hospital

RM1.00 per square metre

(d) Community hall

RM10.00 per hectare or part thereof

11.

Combination of usage Residential and Commercial (only for parent title where strata titles will be registered as a result of subdivision of building)

RM2.00 per square metre

(2) Any land which does not fall within any of the class or description in subrule (1) shall be subject to the rate of rent under this rule payable in respect of dwelling house.

15. Annual rent to be imposed on variation of category, etc.

Where the Government approves any variation of category or express condition under section 124 or 124A of the Code, the new annual rent to be imposed shall be in accordance with the rates prescribed in rule 14.

16. Annual rent to be imposed on surrender and re-alienation of land under section 204D of the Code.

Where the government approves any surrender and re-alienation under section 204D of the Code, the new annual rent to be imposed shall be in accordance with the rate prescribed in rule 14.

17. Variation of rates of annual rent.

The Government may vary the rates of annual rent specified in rules 14, 15 and 16 in any particular case as it deems fit.

18. Remission or deferment of annual rent.

The Government may

(a) remit any annual rent due and/or penalty, wholly or partially; or

(b) defer the payment of annual rent for such period as it deems fit.

19. Special remission.

The annual rent of any alienated land or a portion of the rent proportionate to the undivided share in any alienated land registered in the name of the Federal Land Commissioner shall, for so long as the land or the undivided share remains registered in the name of the Federal Land Commissioner, be deemed to have been remitted as soon as it falls due every year without any request for such remission.

20. Penalty on late payment of annual rent.

The penalty for the payment of annual rent in arrears under subsection 94(2) of the Code shall be calculated as follows:

Rate of annual rent x 10 per centum x number of years in arrears

PART VI **TEMPORARY OCCUPATION LICENCE**

21. Application for temporary occupation licence.

Every application for temporary occupation licence of Federal land or reserved land shall be made in two copies in Form 2 and shall be accompanied by a fee prescribed in Schedule 4.

22. Summary rejection for temporary occupation licence.

The Administrator shall summarily reject the applications for temporary occupation licence in the following circumstances:

- (a) the land has been alienated;
- (b) the land has been approved for alienation but the title has yet to be registered;
- (c) the land has been approved for temporary occupation licence;
- (d) the application does not satisfy the requirement of section 43 of the Code; or
- (e) the land has been acquired under the Land Acquisition Act 1960.

TEMPORARY OCCUPATION LICENCE

23. Fees for temporary occupation licence.

(1) The fees payable for temporary occupation of Federal land or reserved land shall be as follows:

Item
Usage
Fees
Deposit

(1)
Dwelling house
RM0.30

per square metre
nil

(2)
Commercial

RM3.00

per square metre
nil

(3)
Stall
RM1.00

per square metre
nil

(4)
Nursery and flower gardening
RM1.00

per square metre
nil

(5)
Advertisement, hoarding
RM3.00 per square metre
nil

(6)
Cash crops
RM1.00 per square metre
nil

(7)
Public performance (per day)
RM3.00 per square metre
RM2,000.00

(8)
Stock piling
RM1.00 per square metre
RM1,000.00

(9)
Site for equipment storing (including any machinery or motor vehicle)
RM1.00 per square metre
RM3,000.00

(10)
Dumping site
RM2,000.00 per hectare or part thereof
RM2,000.00

(11)
Other uses

as determined by the Government
as determined by the Government:

Provided that in any particular case, the Government may, in its discretion, authorise the issue of temporary occupation licence on payment lower than the above prescribed fees.

(2) Before issuing licence under section 69 or permit under section 71 of the Code, the Administrator shall require the applicant to furnish such deposit referred to in this rule, as the case may be, as security for due performance and observance of the conditions to which the licence or permit is subject to.

(3) The deposit referred to in subrule (1), may be wholly or partially forfeited in the event of any breach of any condition imposed as determined by the Government.

(4) Upon the approval of the application and on payment of annual fee and deposit, if any, the Administrator shall issue a licence in Form 4A of the Code.

PART VII

COMBINED TEMPORARY OCCUPATION LICENCE AND PERMIT

24. Application for combined temporary occupation licence and permit.

(1) Every application to extract, process, remove and transport rock material for the combined temporary occupation licence and permit under section 69 of the Code shall be in Form 3 of these Rules.

(2) Upon the issuance of the combined temporary occupation licence and permit to extract, process, remove and transport rock material from Federal or reserved land, a deposit of thirty per centum of the total fee imposed on such combined licence and permit shall be payable as security for the due performance and observance of the conditions to which the combined licence and permit is subject to.

(3) The deposit referred to in subrule (2) may be wholly or partially forfeited in the event of any breach of any condition imposed as determined by the Government.

(4) Upon the approval of the application and on payment of the annual fee and deposit, if any, the Administrator shall issue a combined licence and permit in Form 4B of the Code.

COMBINED TEMPORARY OCCUPATION LICENCE AND PERMIT

25. Fees for combined temporary occupation licence and permit.

Fees payable for permit to extract, process, remove and transport rock material shall be as follows:

Item	Types of Rock Material	Fees Payable
(1)	Sand	RM2.20 per cubic metre
(2)	Rock, stone or granite in any form	RM2.20 per

		cubic metre
(3)	Marble	RM2.20 per cubic metre
(4)	Cement	RM2.20 per cubic metre
(5)	Bricks	RM2.20 per 1000 units
(6)	Tiles	RM2.20 per 1000 units
(7)	Any other rock material not otherwise provided for	RM3.00 per cubic metre
(8)	Any other form of manufactured finish product of rock material not otherwise provided for	RM10.00 per 100 units:

Provided that the Government may, in any particular case, grant full or partial exemption from the payment of fees prescribed in this rule.

PART VIII

PERMIT TO EXTRACT, REMOVE AND TRANSPORT ROCK MATERIAL PERMIT TO EXTRACT, REMOVE AND TRANSPORT ROCK MATERIAL

26. Application for permit to extract, remove and transport rock material.

(1) Every application for permit to extract, remove and transport rock material shall be made in Form 4 of these Rules.

(2) Upon the issuance of the permit to extract, remove and transport rock material from Federal or reserved land, a deposit of thirty per centum of the total fee imposed on such permit shall be payable as security for the due performance and observance of the conditions to which the permit is subject to.

(3) The deposit referred to in subrule (2) may be wholly or partially forfeited in the event of any breach of any condition imposed as determined by the Government.

(4) Upon the approval of the application and on payment of the annual fee and deposit if any, the Administrator shall issue a permit in Form 4C of the Code.

27. Application for permit to remove rock material.

(1) Every application for permit to remove rock material shall be made in Form 4C of the Code.

(2) Upon the approval of the application for permit to remove rock material and the payment of a fee as prescribed in rule 28, the Administrator shall issue a permit in Form 4C of the Code.

PERMIT TO EXTRACT, REMOVE AND TRANSPORT ROCK MATERIAL

28. Fees for permit to extract, remove and transport rock material.

Fees payable for permit to extract, remove and transport rock material shall be as follows:

Item	Types of Rock Material	Fees Payable
(1)	Earth	RM2.00 per cubic metre
(2)	Laterite	RM2.00 per cubic metre
(3)	Loam	RM2.00 per cubic metre
(4)	Clay	RM2.00 per cubic metre
(5)	Sand	RM2.00 per cubic metre
(6)	Turf	RM2.00 per cubic metre
(7)	Rock, stone or granite in any form	RM2.00 per cubic metre
(8)	Marble	RM2.00 per cubic metre
(9)	Cement	RM2.00 per cubic metre
(10)	Bricks	RM2.00 per 1000 units
(11)	Tiles	RM2.00 per 1000 units
(12)	Any other rock material not otherwise provided for	RM3.00 per cubic metre
(13)	Any other form of manufactured finish product of rock material not otherwise provided for	RM10.00 per 100 units:

Provided that the Government may, in any particular case, exempt wholly or partially the payment of fees prescribed under this rule.

PART IX

PERMIT TO USE AIR SPACE

29. Application for permit to use air space.

(1) Every application for permit to use air space above Federal land or reserved land shall be made in Form 5 of these Rules.

(2) Upon the approval of application for the permit to use air space, and on payment of the annual fee, the Administrator shall issue a permit in Form 4D of the Code.

30. Application for the assignment of permit to use air space.

(1) Every application for the assignment of permit to use air space under section 75E of the Code shall be made in Form 6 of these Rules and shall be accompanied by the fee prescribed in rule 31.

(2) Upon the approval of the assignment by the Government, the Administrator shall cause the particulars of the assignment to be recorded in the permit referred to in subrule 29(2).

31. Fees for permit to use air space.

(1) Fees payable for a permit issued to use air space for the purpose of erecting, maintaining and occupying a building on a Federal land or reserved land as an extension of any subdivided building on an adjacent lot, flyer or bridge shall be as follows:

Item

Type of use

Fees

(a)

Public

RM1,000.00 per year

(b)

Private

10% of the market value of the land per year

(2) For the purpose of subrule (1), part of a year is considered as one year:

Provided that the Government may, in certain case, exempt wholly or partially the payment of fees prescribed under this rule.

PART X

COMPOUNDABLE OFFENCES

32. Compoundable offences.

The offences under sections 400, 400A, 403, 424, 425, 425A, 426 and 427 of the Code may be compounded.

33. Offer and acceptance of compound.

(1) An offer to compound shall be made in Form 7.

(2) The acceptance of the offer to compound shall be made in Form 8.

34. Amount of compound payable.

(1) The amount of compound payable in respect of offences under sections 400 and 427 of the Code shall not be exceeding one hundred ringgit.

(2) The amount of compound payable in respect of offences under section 400A, 403, 424, 425, 425A and 426 of the Code of a compoundable offence shall not be exceeding five hundred ringgit.

(3) Where the amount specified in the notice of offer to compound is not paid within the time as specified in Form 7 of these Rules, or any extension of it which the Administrator may grant, prosecution for the offence shall be instituted without further notice given.

35. Payment of compound.

(1) Where a notice of offer to compound an offence is made and accepted, payment shall be made in cash or by money order, postal or banker's draft payable to the Administrator.

(2) An official receipt for such payment shall be issued to the person to whom the offer to compound was made.

PART XI
MISCELLANEOUS

36. Register.

Registers of the combined temporary occupation licence and permit to extract, process, remove and transport rock material and permits to use air space shall be kept and maintained separately by the Administrator.

37. Business hours.

For the purposes of registration and collection of land revenue, the business hours for the Land Office of the Federal Territory of Putrajaya are on every working days as follows:

Monday to Thursday 8.30 a.m. to 3.00 p.m.

Friday 8.30 a.m. to 11.00 a.m.

Saturday 8.30 a.m. to 11.00 a.m.

38. Authority card.

(1) The authority card required to be produced for inspection under subsection 426A(2) of the Code shall be issued to the Registrar, Administrator and Settlement Officer in the appropriate form prescribed in Form 10.

(2) The card shall become invalid upon the holder ceasing to hold the post as designated in it.

39. Forms and Schedules.

For the purposes specified in column (1), all forms or schedules specified in the corresponding column (2) shall be used as follows:

(1) Purpose

(2) Form/Schedule

(a)

Application for permission to transfer of land, share of land, lease, sub-lease, or charge of land
Form 11

(b)

Application for permission to own land or interest in land by foreign company or non-citizen
Form 12

(c)
Application for variation of category of land use, imposition of a category, imposition of express condition or restriction in interest
Form 13

(d)
Application for registration as representative(s)
Form 14

(e)
Application for registration as trustee(s)
Form 15

(f)
Certificate of computer official search for land
Schedule 2

(g)
Certificate of computer official search for subdivided title/strata title
Schedule 3

40. Fees.

Schedule 4 prescribes the fees payable for applications and proceedings under the Code and these Rules.

41. Exemption.

Fees for the following matter shall be exempted:

(a) all registration or endorsement of memorials under the Code caused by the Registrar or the Administrator;

(b) the issuance of the title in continuation of the remaining part of the land after acquisition of land under the Land Acquisition Act 1960 or partial surrender of land;

(c) searches of titles by any Government department or Perbadanan Putrajaya;

(d) supply of plan of the Standard Sheet maintained by the Land Office of the Federal Territory of Putrajaya to any Government department or Perbadanan Putrajaya;

(e) filing of application for change of address under the section 379 of the Code; and

(f) filing of application for registration of charge or discharge of charge in connection with housing loans from Government Funds to government servants or officials.

FORMS

FORM 1

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 3)

APPLICATION FOR FEDERAL LAND

Record of Application No... of 200... .

Received by me this day of 200... at a.m./p.m.

File No

... ..

Date

... ..

Land Administrator,
Federal Territory of Putrajaya

To:

Land Administrator,
Federal Territory of Putrajaya

Sir,

*I/We wish to apply for the land of which a description and plan of the land is given overleaf

for the purpose of

... ..

2. *I/We hold hectare(s) of land in the States of Malaysia as follows:

SCHEDULE

State	District	*Town/ Village/ Mukim	*Lease/Grant	Title No.	Area	Use of Land	Remark

3. *My/Our particulars are as follows:

(a) Individual:

(i) Full name... ..

(ii) NRIC NoColour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company/Association/Corporation:

(i) Name of Company/Association/Corporation

(ii) Registration No

(iii) Address of Registered office

(iv) Postal Address (if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49/Constitution)

4. *I/We submit herewith the prescribed fee of RM

.....

Date

.....

Signature of Applicant

* Delete as inappropriate.

DESCRIPTION OF LAND APPLIED FOR

Town of Putrajaya

Precinct No.:

Portion No./Lot No. (if any):

Boundaries:North :

South :... ..

East :... ..

West :... ..

Area in hectare(s)/square metre(s):

.....

PLAN OF LAND

FORM 2

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 21)

APPLICATION FOR TEMPORARY OCCUPANCY LICENCE

For official use only

Received by me on the day of 200... .. at
am./p.m.

Fee received RM... ..

Receipt No

.....

Date

.....

Signature of Applicant

Land Administrator,
Federal Territory of Putrajaya

To be filled by the applicant

To:

Land Administrator

Federal Territory of Putrajaya

Sir,

*I/We wish to apply for temporary occupancy licence of land
which a description and plan of the land is given below for the purpose of
.....

2. *My/Oun particulars are as follows:

(a) Individual

(i) Full name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company/Association/Corporation:

.....
(i) Name of Company/Association/Corporation

(ii) Registration No

(iii) Address of Registered Office

.....

(iv) Postal Address

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49/Constitution)

3. Description of land applied for-

(i) Town : Putrajaya

(ii) Precinct No.:

(iii) Plot No/Lot No. (if any):

(iv) Boundaries (if any):

North:

South:

East:

West:

(v) Area in square metre(s) .

4. *I/We submit herewith the prescribed fee of RM

.....

Date

.....

Signature of Applicant

* Delete as inappropriate.

PLAN OF LAND

FORM 3

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 24)

APPLICATION FOR COMBINED TEMPORARY OCCUPATION LICENCE AND PERMIT TO EXTRACT, PROCESS, REMOVE AND TRANSPORT ROCK MATERIAL

*My Our particulars are as follows:

(a) Individual:

(i) Full Name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company Association Corporation:

(i) Name of *Company Association Corporation... ..

(ii) Registration No

(iii) Address of Registered Office

(iv) Postal Address... ..

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49 Constitution)

2. Type of rock material

3. From (locality) to (locality)... ..

4. Distance (kilometers)... ..

5. Particulars of Land:

*For reserved land:

(i) Gazette Notification No :... ..

(ii) Lot No. L.O. No. :... ..

(iii) Precinct No.:... ..

For Federal land :... ..

(i) Precinct No. :... ..

(ii) Plot No. :... ..

Please attach together with this form, particulars as follows:

- (i) Key and site plan;
- (ii) Where the application is on reserved land, written permission from the Controlling Officer.

6. Area in square metre(s)

7. Use of rock material to be removed

8. Amount of rock material to be removed (cubic metres)

9. Number of lorries to be used

(i) Registration no. of lorry(ies)

(ii) Registration no. of shovel (if any)

10. Number of working hours pen day

11. Permit is required from (date) to
 (date)

12. *I/We submit herewith the prescribed fee of RM

.....

Date

.....

Signature of Applicant

* Delete as inappropriate.

PLAN OF LAND

FORM 4

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Subrule 26(1))

APPLICATION FOR PERMIT TO EXTRACT, REMOVE AND TRANSPORT ROCK MATERIAL

1. *My Our particulars are as follows:

(a) Individual:

(i) Full Name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company Association Corporation:

(i) Name of *Company Association Corporation... ..

(ii) Registration No

(iii) Address of Registered Office

(iv) Postal Address... ..

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49 Constitution)

2. Type of rock material

3. From(locality) to (locality). .

4. Distance (kilometres)

5. Particulars of Land:

*For alienated land

(i) Title No. :... ..

(ii) Lot No./L.O No. :... ..

(iii) Precinct No.

(iv) Name of Proprietor :... ..

*For reserved land

(i) Gazette Notification No.

(ii) Lot No./L.O. No.

(iii) Precinct No.... ..

*For Federal land

(i) Precinct No.

(ii) Plot No.

Please attach together with this form, particulars as follows:

(i) Key and site plan;

(ii) Where the application is on alienated land and the applicant is not the land owner, written permission from the land owner;

(iii) Where the application is on reserved land, written permission from the Controlling Officer.

- 6. Use of rock material to be removed
- 7. Amount of rock material to be removed (cubic metres)
- 8. Number of lorries to be used
- (i) Registration No. of lorry(ies)
- (ii) Registration No. of shovel (if any)
- 9. Number of working hours per day
- 10. Permit is required from... ..(date) to
... ..(date)
- 11. *I/We submit herewith the prescribed fee of RM

*I/We hereby declare that the above statement is connect and thereby agree to abide to any condition on conditions imposed upon me/us.

.....

Date

.....

Signature of Applicant

12. For official use only:

- (i) Application approved/rejected
- (ii) Amount of rock material (cubic metres)
- (iii) Period: From to

.....

Date

.....

Land Administrator
Federal Territory of Putrajaya

*Delete as appropriate.

PLAN OF LAND
FORM 5
NATIONAL LAND CODE
FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 29(1))

**APPLICATION FOR PERMIT TO USE AIR SPACE ABOVE FEDERAL
LAND/RESERVED LAND**

(Section 75A of the Code)

To:

Land Administrator,

Federal Territory of Putrajaya

1. *I/Wewish to apply for permit to use air space above
*Federal land/reserved land as shown in the plan attached for the purpose of
... ..

2. *I/We now submit herewith:

(a) the prescribed fee of RM

(b) 2 copies of construction plan which have been approved by
..on and details of proposed structure to be erected; and

(c) a letter of consent from the Controlling Officer of the reserved land.

3. *My Our particulars are as follows:

(a) Individual:

(i) Full Name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company Association Corporation:

(i) Name of *Company Association Corporation... ..

(ii) Registration No

(iii) Address of Registered Office

(iv) Postal Address... ..

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49
Constitution)

4. Particulars of Land:

*For alienated land:

(i) Title No. :.....

(ii) Lot No./L.O No.

(iii) Precinct No.

(iv) Name of proprietor :

*For reserved land:

(i) Gazette Notification:.....
No.

(ii) Lot No. :.....

(iii) Precinct No. :.....

*For Federal land

(i) Precinct No. :.....

(ii) Plot No. :.....

Date:.....

Signature of Applicant(s)

*Delete as appropriate.

PLAN OF LAND
FORM 6
NATIONAL LAND CODE
FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Subrule 30(1))

APPLICATION FOR ASSIGNMENT OF RIGHTS OF THE PERMIT TO USE AIR SPACE
ABOVE FEDERAL LAND RESERVED LAND

(Section 75E)

To:
Land Administrator,
Federal Territory of Putrajaya

*I/We :..... :.....

*NRIC Passport No. :..... of :.....

the holder of permit no :..... to use air space above *Federal land/reserved land hereby apply for assignment of nights of the said permit to :.....

*NRIC Registration No :..... of :.....

..... for the following reasons:

(i) :.....

(ii) :.....

2. *I/We submit herewith the prescribed fee of RM :.....

.....

Date

.....

Signature of Applicant(s)

*Delete as appropriate.

FORM 7

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 33(1))

NOTICE OF OFFER TO COMPOUND

Land Administrator,

Federal Territory of Putrajaya

To:

.....

.....

In reply please quote:

File No :..... Date:.....

Sin/Madam,

A report has been made against you alleging that you have committed the following offence under section :..... of the National Land Code.

Date :... .. Time :... .. * am/p.m. Precinct No :... ..
Lot No./L.O No/Plot No :... .. Town of Putrajaya.

+Offence :... .. :... .. :... ..

2. I hereby offer to compound the offence for a sum of :... .. If this offer is accepted, payment must be made by cash on money order on postal order on banker's draft made payable to the "Land Administrator, Federal Territory of Putrajaya." An official receipt will be issued.

3. This offer will remain in force for :... .. days from the date of this notice and if no payment is made within that period, prosecution will be instituted without further notice.

:... ..

Date

:... .. Land Administrator,
Federal Territory of Putrajaya

*Delete where appropriate.

+Give details.

FORM 8

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Subrule 33(2))

ACCEPTANCE OF OFFER TO COMPOUND

To

Land Administrator,

Federal Territory of Putrajaya

Land Administrator,

I refer to your notice of offer to compound dated file no
... .. I hereby accept the offer and enclose herewith *cash money order postal order
banker's draft No for the sum of RM in full
settlement of the compound.

Signature

Name (in Block Letters)

Address... ..

Dates

*Delete as appropriate.

FORM 9

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 7)

APPLICATION FOR LEASE OF RESERVED LAND

To:

Land Administrator,

Federal Territory of Putrajaya

*1/We wish to apply for lease of reserved land of which a description and plan is given overleaf for the purpose

2. *My Our particulars are as follows:

(a) Individual:

(i) Full Name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company Association Corporation:

(i) Name of *Company Association Corporation... ..

(ii) Registration No

(iii) Address of Registered Office

(iv) Postal Address... ..

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49 Constitution)

3. Description of reserved land applied for:

(a) Name of reserved land

(b) Gazette Notification No. and date... ..

(c) Town of Putrajaya... ..

(d) Precinct No

(e) Lot No

(f) Area in *hectane(s)/square metre(s)

4. *1 We now submit herewith:

(a) the prescribed fee of RM... ..

(b) a letter of consent from the Controlling Officer of the reserved land.

.....

Date

.....

Signature of Applicant(s)

*Delete as appropriate.

PLAN OF RESERVED LAND AND AREA APPLIED FOR
FORM 10
NATIONAL LAND CODE
FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002
(Rule 38(1))

AUTHORITY CARD

FRONT

Federal	FEDERAL GOVERNMENT OF MALAYSIA	SERIAL NO.
Crest	AUTHORITY CARD	
2.5 cm	Name	:
PHOTO	NRIC No.	:

5.5

cm

Seal

Appointment :

Signature of Holder

8.5 cm

BACK

The holder of this card is appointed under subsection 12(1) of the National land Code and is authorized to execute the responsibilities under the same Code.

This card is required to be surrendered to the issuing office when the holder no longer holds the appointment.

The loss of this card must be reported immediately to the Police and the issuing office.

If found please surrender this card to the Police and it is the responsibility of the Police to return it to the issuing office.

Date Director of Land and Mines Federal Territory of Putrajaya

FORM 11

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(a))

**APPLICATION FOR PERMISSION TO TRANSFER LAND SHARE OF LAND LEASE
SUB-LEASE CHARGE OF LAND**

For official use only

Received by me the day of200... .. at*a.m. p.m.

Fee received RM

Receipt No

.....

Date

.....

Land Administrator,
Federal Territory of Putrajaya

To be filled by the applicant

To:

Land Administrator,

Federal Territory of Putrajaya

Sir,

*I/We... ..NRIC No... ..of (address)... ..being the registered proprietor of the land described in the Schedule below, hereby apply for the permission to transfer of *land undivided share lease sub-lease change of the said land to... ..NRIC No. Registration No... ..of

2. *I/We submit herewith the prescribed fee of RM

... ..

Date

.....
Signature of Applicant(s)

SCHEDULE OF LAND AND INTEREST

Precinct No.	*Lot/Parcel/ L.O. No.	Description and Title No.	Share of land (if any)	Lease/Sub- Lease No.(if any)	Charge No.(if any)

* Delete as appropriate.

FORM 12

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(b))

**APPLICATION FOR PERMISSION TO OWN LAND OR INTEREST IN LAND BY
FOREIGN COMPANY OR NON-CITIZEN**

For official use only

Received by me this... ..day of
200... .. at am. p.m.

Fee received RM

Receipt No

... ..

Date

... ..

Land Administrator,
Federal Territory of Putrajaya

To be filled by the applicant

To:

Land Administrator,

Federal Territory of Putrajaya

Sir,

I/We wish to apply for permission to own *land/interest in the land specified in the Scheduled below.

2. *My Our particulars are as follows:

(a) Individual:

(i) Full Name

(ii) NRIC No Colour

(iii) Age

(iv) Address

(v) Postal Address

(if different from (iv))

(b) *Company Association Corporation:

(i) Name of *Company Association Corporation... ..

(ii) Registration No

(iii) Address of Registered Office

(iv) Postal Address... ..

(if different from (iii))

(Please attach a copy of Memorandum and Articles of Association, form 24 and form 49 Constitution)

3. *I/We hereby submit a copy of-

- (i) Memorandum and Articles of Association; and
- (ii) Letter of approval from Foreign Investment Committee of the Economic Planning Unit.

4. *I/We submit herewith the prescribed fee of RM

.....

Date

.....

Signature of Applicant(s)

SCHEDULE OF LAND AND INTEREST

Precinct No.	*Lot/Parcel/ L.O. No.	Description and Title No.	Share of land (if any)	Lease/Sub- Lease No. (if any)	Charge No. (if any)

* Delete as appropriate.

FORM 13

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(c))

**APPLICATION FOR VARIATION OF CATEGORY OF LAND USE, IMPOSITION OF
CATEGORY, IMPOSITION OF EXPRESS CONDITION OR RESTRICTION IN
INTEREST**

To:

Land Administrator

Federal Territory of Putrajaya

*I/We NRIC No

of (address) being

*proprietor/coproprietor(s) of land having the following particulars-

(a) Title No.

(b) Town : Putrajaya :....

(c) Precinct No. :....

(d) Lot No./L.O. No.:....

hereby apply for-

*i the alteration of the category of land use from :... ..

:... .. to :... ..

*ii. the imposition of a category of land use :... ..

*iii. the amendment of the express condition from :... ..

... .. to be as follows:

... ..

*iv. the imposition of a new express condition as follows:

... ..

*v. Federal Lands Commissioner only:

rescission of category of land use

rescission of express condition

rescission in interest

*vi the amendment of the restriction in interest from... ..

to be as follows:

... ..

2. As required by subsection 1240) of the National Land Code, I hereby submit the letters of consent from each of the following person(s), having registered interest(s) in the land:

	Name	Interest(s)
i.
ii.
iii.

3. *I/We submit herewith the prescribed fee of RM

... ..

Date

.....

Signature of *proprietor/ co-proprietor(s)

For official use only

1. Application approved by the Government vide... ..
2. New category imposed is
3. New express condition is
4. New restriction in interest is
5. Further premium paid on
6. Memorandum of variation sent to *Registrar of Titles Administrator on... ..
7. Rent Roll is revised on

... ..

Date

... ..

Land Administrator,

Federal Territory of Putrajaya

* Delete as appropriate

FORM 14

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(d))

APPLICATION FOR REGISTRATION AS REPRESENTATIVE

To:

Registrar of Titles

Federal Territory of Putrajaya

*I/We

NRIC No of

... ..

being the personal representative(s) of (deceased), hereby apply to be registered as such with respect to the deceased's estate consisting of land described in the Schedule below.

2. *I/We submit herewith

(a) the grant of *probate letters of administration;

(b) the issue *document of title duplicate change;

(c)

3. *I/We submit herewith the prescribed fee of RM

.....

Date

.....

Signature of Applicant(s)

SCHEDULE OF LAND AND INTEREST

Precinct No.	*Lot/Parcel/ L.O. No.	Description and Title No.	Share of land (if any)	Lease/Sub- Lease No.(if any)	Charge No.(if any)

* Delete as appropriate.

For official use only

Endorsement of date of death and memorial of vesting in the representative made in the register document of title mentioned in the Schedule. with effect from hr min. on the day of 200... ..

File No

Presentation No.

.....

Date

.....

Registrar of Titles

Federal Territory of Putrajaya

* Delete as appropriate.

FORM 15

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(e))

APPLICATION FOR REGISTRATION AS TRUSTEE

To:

Registrar of Titles,

Federal Territory of Putrajaya

*I/We... ..

NRIC No of

being the personal trustee(s) of (deceased) hereby apply to be registered as such with respect to the above named estate consisting of land described in the Schedule below.

2. *I/We submit herewith the followings-

(a) the issue *document of title/duplicate change;

(b) trust deed (if any)

3. *I/We submit herewith the prescribed fee of RM... ..

... ..

Date

.....

Signature of Applicant(s)

SCHEDULE OF LAND AND INTEREST

Precinct No.	*Lot/Parcel/ L.O. No.	Description and Title No.	Share of land (if any)	Lease/Sub- Lease No.(if any)	Charge No.(if any)

* Delete as appropriate.

For official use only

Endorsement of the memorial of trustee made in the register document of title mentioned in the Schedule, with effect from hr mm. on the... .. day of 200... .

File No... ..

Presentation No.... ..

.....

Date

..... Registrar of Titles

Federal Territory of Putrajaya

* Delete as appropriate.

SCHEDULE 1

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 4)

RECORD OF APPLICATIONS FOR LAND

1. Town	... :
2. Category of land use applied for	... :
3. Express condition applied for	... :
4. No. of application	... :
5. Date received	... :
6. File No.	... :
7. Name of applicant	... :
8. NRIC No.	... :
9. Registration No.	... :
10. Address of applicant	... :
11. Precinct No.	... :
12. Decision	... :Approved/Rejected
13. Date of decision	... :
14. Area approved (hectare/square metre)	... :
15. Category of land use approved	... :

16. Express condition approved	... :
17. Alienation fees-	
(a) Premium	... :
(b) First year rent	... :
(c) Registration of title	... :
(d) Survey	... :
(e) Boundary marks	... :
(f) Total	... :

.....

Land Administrator

Federal Territory of Putrajaya

18. Payment:	... :
(a) Made on	... :
(b) Receipt no.	... :
19. Extension period of payment	... :
20. Particulars of title-	... :
(a) In perpetuity/Lease ... : Grant/Lease for....	... :
(b) Type of title ... : Registry	... :
(c) Qualified title no.	... :
21. Date of registration of the qualified title	... :

22. Date of issuance of the qualified title	... :
23. Requisition for Survey No. and date	... :
24. Final Title No.	... :
25. Date of registration of the final title	... :

SCHEDULE OF LAND AND INTEREST

Precinct No.	*Lot/Parcel/ L.O. No.	Description and Title No.	Share of land (if any)	Lease/Sub- Lease No.(if any)	Charge No.(if any)

* Delete as appropriate

.....

Name Interest(s)

i.

ii.

iii.

Approved/Rejected

.....

Land Administrator
Federal Territory of Putrajaya

SCHEDULE 2

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph 39(1))

CERTIFICATE OF COMPUTER OFFICIAL SEARCH FOR LAND

This is to certify that an official search has been made in pursuance of section 385 of the National Land Code in respect of the following land:

Description and Title No ... Lot L.O. No ... Area...

The previous land title ...

Federal Territory of Putrajaya. Town of Putrajaya. Precinct No ... Annual rent of RM ... and that, at the date and time of issue of this certificate, the particulars of the said land are as follows:

1. Registered proprietors(s) ... registered as *trustee (s) representative(s).

2. The alienation of this land is by way of *title in perpetuity lease for a term of... years expiring on ...

3. Category of land use -

(i) *Building Industry

(ii) Express condition ...

(iii) Restriction in interest ...

4. Summary of all effective memorials and other entries on the register document of title...

5. Note of instrument of dealing presented for registration but not yet registered...

6. Note for application for:

(i) the endorsement of tenancy exempt from registration;

(ii) the entry of a caveat;

(iii) existing caveat(s) not yet registered;

(iv) registration "as trustee(s)" on "as representative(s)"; or

(v) registration pursuant to section 349 of the Code (by the Official Assignee) made but not yet disposed of ...

7. Note of copies of prohibitory on other orders presented to on served on the *Registrar Land Administrator pursuant to the Code on any other written law:

...
...

Time of issue ... *a.m. p.m

Date of issue...

Fee paid RM ...

Receipt No. and date...

.....

*Registrar Land Administrator Federal Territory of Putrajaya

* Delete as appropriate.

SCHEDULE 3

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Paragraph39(g))

CERTIFICATE OF COMPUTER OFFICIAL SEARCH FOR SUBDIVIDED TITLE /STRATA TITLE

This is to certify that an official search for *subdivided/strata title has been made in pursuance of section 385 of the National Land Code in respect of the following *subdivided title /strata title:

Number of Building... .. Parcel

Building No Accessory No

Federal Territory of Putrajaya. Precinct No Lot No
... .. Book of Strata Title Register No Description of
*title in perpetuity lease year((s) and expires on
... .. Share unit for parcel Total share unit on the building
... .. and this is to certify the date and time where official search has been
made on the following *subdivided strata title:

1. The name of proprietor of *subdivided strata title:

.....

2. Summary of all effective memorials and other entries on the *subdivided strata title:

.....

3. Note of instrument of dealing presented for registration but not yet registered:

.....

4. Note for application for

(i) the endorsement of tenancy exempt from registration;

(ii) the entry of a caveat;

(iii) registration "as trustee(s)" on;

(iv) registration "as representative(s)";

(v) registration pursuant to section 349 of the Code (by the Official Assignee) made but not yet disposed of:

.....

5. Note of copies of prohibitory order on other presented to on served on the Administrator pursuant to the Code on any other written law:

.....

6. The name of management corporation:

.....

7. Express condition:

.....

8. Restriction in interest:

.....

9. Note of memorial in the Registration Strata Index:

.....

10. Any action has been taken in accordance with section 50 or 51 of the Strata Title Act 1985:

.....

11. Particulars regarding air space permit:

.....

Time of issue *a.m. p.m. Date of issue... ..

Fee paid RM

Receipt No. and date... ..

.....

*Registrar Land Administrator

Federal Territory of Putrajaya

* Delete as appropriate.

SCHEDULE 4

NATIONAL LAND CODE

FEDERAL TERRITORY OF PUTRAJAYA LAND RULES 2002

(Rule 39)

PRESCRIBED FEES

Item	Subject matter	Provisions	Forms	Fees
------	----------------	------------	-------	------

		of the Code		(RM)	
			Code	Rules	
1.	Filing of application for alienation of Federal Land	S.76		1	10.00
2.	Registration and issue of final title (pen title)	S.81(1)(d) S.180 S.183	SBK, SCK, 11AK		50.00
3.	Penalty pen delay in collecting issue document of title, final on qualified:	S.90(3)			
	(a) After- 3-6 months				50.00
	(b) More than 6 months				100.00
4.	Filing of application for variation of category of land use, imposition of category, imposition of express condition on restriction in interest (pen title).	S.124		13	300.00
S.	Filing of application for variation in respect of the proposed sub-divisional portion of land (pen title).	S.124A	7D		300.00
6.	Filing of application for subdivision of land pen title as follows:	S.137	9A		
	(i) Up to 465 square metres				100.00
	(ii) More than 465 square metres				500.00
7.	Filing of application for partition of land pen title as follows:	S.142	9B		
	(i) Up to 465 square metre				100.00

	(ii) More than 465 square metre				500.00
8.	Filing of each application for amalgamation of land (pen title)	S.148	9C		300.00
9.	Issue of title in continuation due to circumstances as laid out in subsection 1660) of the Code	S.166(1) (b), (c), (d) and (e)			100.00
10.	Filing of application for surrender of land (pen title) (m) relating to the whole land (mm) relating to a part of the land only	S.197	12A 12B		10.00 (free for public purpose) 10.00 (free for public purpose)
11.	Filing of application for surrender and ne-alienation (pen title)	S.204(D)	12D		500.00
12.	Registration of transfer of land, undivided shares on lease (pen title)	S.21S, S.217, S.218	14A		100.00
13.	Registration of transfer of any change (pen title)	S.218(2)	14B		100.00
14.	Registration of lease of land (pen title)	S.22 1	15A		100.00
15.	Registration of sub-lease of land (pen title)	S.222	15B		100.00
16.	Registration of surrender of lease and sub-lease of land (pen title)	S.239	15C		100.00
17.	Registration of change (pen title)	S.242	16B		100.00
18.	Registration of post-postponement of change (pen title)	S.247	16C		100.00

19.	Registration of certificate of sale by Court (pen title)	S.259(3)(a)	16F		100.00
20.	Registration of discharge of change (pen title)	S.278	16N		100.00
21.	Filing of application for discharge by payment to Registrar	S.279			100.00
22.	Registration of grant of easement pen case (servment and dominant land)	S.286	17A 17B		50.00
23.	Registration of release of grant of easement pen case (servment and dominant land)	S.289	17C		50.00
24.	Endorsement of cancellation of lease (pen title)	S.3i3	18A		50.00
25.	Registration of cancellation of change (pen title)	S.3i4	18B		50.00
26.	Endorsement of cancellation of easement pen case (servment & dominant land)	5.3 15	18D		50.00
27.	Endoncement of tenancy exempt from registration (pen title)	S.316			50.00
28.	Cancellation of endorsement of tenancy exempt from registration (pen title)	5.318			50.00
29.	Entry of private caveat (pen title)	S.323	19B		50.00
30.	Entry of lien holder's caveat (pen title)	S.330	19D		50.00

31.	Entry of trust caveat (pen title)	S.333(2)	19E		50.00
32.	Filing of application for removal of private caveat (pen title)	S.326(1)	19H		50.00
33.	Withdrawal of private caveat (pen title)	S.32S			50.00
34.	Withdrawal of lien holder's caveat (pen title)	5.331			50.00
35.	Filing of application for removal of trust caveat (pen title)	5.333(5)			50.00
36.	Filing of application for a copy of the issue document of title	S.343(3)			50.00
37.	Private searches:	S.384			
	(a) Pen title				30.00
	(b) Pen connection note book				30.00
	(c) Pen folio of instrument				30.00
	(d) Pen application of presented book				30.00
	(e) Pen hearing book				30.00
38.	Office searches (pen title)	S.38S			50.00
39.	Issue of certified copies of register document of title (pen title)	S.383			50.00
40.	Issue of certified copies of document (pen page)	S.383			10.00
41.	Filing of trust deed	S.344(3)			50.00

42.	Filing of power of attorney	S.3 10			50.00
43.	Filing of statutory declaration				50.00
44.	Sale of tracing:				
	(a) Pen lot tracing (two copies)				10.00
	(b) Pen additional lot (surrounding lot)				50.00
45.	(1) Inspection of records of evidence	S.32(c)			50.00
	(2) Inspection of extracts of evidence				50.00
46.	Inspection of office plan of any land, (pen plan)				30.00
47.	(1) Order of Court for (a) Vesting Order (pen title)				100.00
	(b) Prohibitory Order				100.00
	(2) Order of Administrator for				
	(a) Transmission				10.00
	(b) Others				10.00
48.	Note of delivery of Power of Attorney				20.00
49.	Examining a copy of any instrument and certifying the same to be a true copy				20.00
50..	Filing of application for temporary occupancy licence	S.66		2	100.00
51.	Filing of application for a combined temporary	S.69	4B	3	100.00

	occupancy license and permit				
52.	Filing of application for permit to extract, remove and transport rock material	S.72		4	100.00
53.	Filing of application for permit to use air space above Federal land reserved land	S.75A		S	100.00
54.	Filing of application for assignment of night oven air space	S.75E		6	100.00
55.	Filing of application for lease of reserve land	S.63		9	100.00
56.	Filing of application for permission to transfer land, share of land, lease, sublease on change (pen title)	S.109(2) (a)		11	100.00
57.	Filing of application for permission to own land on interest in land by foreign company on non-citizen	S.433(b)		12	100.00
58.	Filing of application for registration as representative	346		14	50.00
59.	Filing of application for registration as trustee	344		15	50.00
60.	Appeal on Government decision (pen appeal)				300.00
61.	Filling of application for statutory vesting	4i5	30A, 30B		100.00
62.	Filling application for statutory vesting for substituting name of Transferee	4i6	30C		100.00

63.	Filing of any document not otherwise provided for on exempted				50.00
64.	Registration of any instrument on endorsement of any memorial not otherwise provided for (pen title)				50.00

Made 30 January 2002.

DR. MAHATHIR BIN MOHAMAD

Prime Minister