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JAWATANKUASA PEGUAM PULAU PINANG PENANG BAR COMMITTEE

CPC 24/20

25 Aug 2020

To Members of the Penang Bar,

Collection of Original Strata Titles from Penang Land Registry (PTG Penang)

1. Firms to check e-mail regularly and consistently

All legal firms who have dealings with PTG Penang are to check their dedicated e-mail daily for notices from PTG Penang on collection of original strata titles.

We have been informed by PTG Penang that many legal firms do not respond to PTG Penang's e-mail and instead call PTG Penang to check for updates using their client's name.

Kindly take note that PTG Penang only retains the No Hakmilik and No Lot in their records, instead of clients' names, and the applicable No Hakmilik and No Lot are used as references in PTG Penang's e-mail to legal firms for the collection of original strata titles. Members and firms are therefore advised to have their respective clients' details together with the relevant No Hakmilik and No Lot when dealing with PTG Penang.

2. Collection of Original Strata Titles

All legal firms are to attend to the collection of original strata titles on the specific date and time assigned to them by PTG Penang.

If the firm's staff who is assigned to collect the said strata title on behalf of the firm is not available to attend to the collection on the assigned date and time, the firm must send a substitute representative to collect the strata title from PTG Penang as scheduled.

All representatives sent to collect original strata titles from PTG Penang must produce an authorisation letter issued on the firm's letterhead stating that the named representative is authorised by the firm to collect the original strata title on behalf of the firm.

Members are therefore advised to take note of the above information.

Zemilah Mohd Noor
Chairperson
Conveyancing Practice Subcommittee