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STATUTORY INSTRUMENTS

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**1992 No. 122**

**LAND REGISTRATION, ENGLAND AND WALES**

**The Land Registration (Open Register) Rules 1991**

*Made* - - - - *18th December 1991*  
*Laid before Parliament* *5th February 1992*  
*Coming into force* - - *30th March 1992*

The Lord Chancellor, with the advice and assistance of the Rule Committee appointed in pursuance of section 144 of the Land Registration Act 1925<sup>(1)</sup>, in exercise of the powers conferred on him by that section and section 112 of the said Act, hereby makes the following Rules:

**PART I**

**Citation, commencement and interpretation**

1.—(1) These Rules may be cited as the land Registration (Open Register) Rules 1991 and shall come into force on 30th March 1992.

(2) In these Rules, unless the context requires:

“The Act” means the Land Registration Act 1925;

“caution title” means:

- (a) the document prepared by the registrar which records, under a distinguishing number, details of any caution against first registration lodged under section 53 of the Act and of the statutory declaration in support of that caution; and
- (b) the plan, referred to in that document, prepared by the registrar, showing the extent of the land effected by the caution;

“credit account” means an account authorised by the registrar under article 15(1) of the Land Registration Fees Order 1991<sup>(2)</sup>;

“designated plan” means a plan which is a copy or extract from the Ordnance Map at the largest scale published for the area in which the land to which it relates is situated, such plan to have a length no greater than 297 mm and a width no greater than 210 mm (A4 paper size);

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(1) 1925 c. 21; sections 112, 113 and 144 were amended by the Land Registration Act 1988 (c. 3), section 1 and Schedule.  
(2) S.I.1991/1948.

“Index Map section” means the document or documents comprising a single section of the index Maps maintained by the registrar under rule 8 of the principal rules, and the associated Parcels Index (if any) maintained by the registrar under rule 274 of the principal rules;

“the 1990 Rules” means the Land Registration Rules 1990(3);

“the principal rules” means the Land Registration Rules 1925(4);

“proper office” means the district land registry designated as the proper office by article 2(2) of the Land Registration (District Registries) Order 1991(5);

“title plan” means the filed plan or portion of the General Map referred to in the register of a registered title.

(3) Except in rule 15, a form referred to by a number means the form so numbered in Schedule 1.

(4) Expressions used in these rules have, unless the contrary intention appears, the meaning which they bear in the principal rules.

## PART II

### APPLICATIONS RELATING TO REGISTERED TITLES

#### **Application for office copies of the register or the title plan or for a certificate of inspection of the title plan**

2.—(1) Any person may apply for:

- (a) an office copy of the entries on the register of a registered title;
- (b) an office copy of the title plan of a registered title;
- (c) a certificate of inspection of the title plan of a registered title.

(2) Save as provided by rule 6(2), an application under paragraph (1) shall be made:

- (a) by delivering in documentary form an application in Form 109; or
- (b) by delivering the application, during the currency of any relevant notice given pursuant to rule 13, and subject to and in accordance with the limitations contained in that notice, by any means of communication, other than that referred to in sub-paragraph (a), and:
  - (i) where the application is made by facsimile transmission the applicant shall provide Form 109 together with, when the application is for a certificate of the title plan and no estate plan has been approved, a designated plan of the land in respect of which the certificate is to be issued; and
  - (ii) in any other case the applicant shall provide, in such order as may be required by that notice and, in the case of delivery by telephone, in such order as may be requested by the registrar, such particulars as are appropriate and are required for an application in Form 109.

#### **Application for office copies of documents referred to in the register**

3.—(1) Any person may apply for an office copy of a document referred to in the register of a registered title which is in the custody of the registrar (not being a lease or charge or a copy of a lease or charge).

(2) Save as provided by rule 6(2), an application under paragraph (1) shall be made;

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(3) S.I. 1990/314; relevant amending instrument is S.I. 1990/1362.

(4) S.R. & O. 1925/1093; relevant amending instruments are S.I. 1976/1332, 1978/1601, 1990/314.

(5) S.I. 1991/2634.

- (a) by delivering in documentary form an application in Form 110; or
- (b) by delivering the application, during the currency of any relevant notice given pursuant to rule 13, and subject to and in accordance with the limitations contained in that notice, by any means of communication other than that referred to in sub-paragraph (a), and:
  - (i) where the application is made by facsimile transmission the applicant shall provide Form 110; and
  - (ii) in any other case the applicant shall provide, in such order as may be required by that notice and, in the case of delivery by telephone, in such order as may be requested by the registrar, such particulars as are appropriate and are required for an application in Form 110.

#### **Inspection of the register, title plan and documents referred to in the register**

- 4. Save as provided by rule 6(2), an application for a personal inspection of:
  - (a) the entries on the register of a registered title;
  - (b) the title plan of a registered title;
  - (c) a document referred to in the register of a registered title which is in the custody of the registrar (not being a lease or charge or a copy of a lease or charge);

shall be in Form 111.

#### **Official certificate of inspection of title plan**

5.—(1) Where a person has applied under these rules for a certificate of inspection of the title plan, upon completion of the inspection an official certificate of inspection shall be issued.

(2) The official certificate of inspection shall be in Form 102 or to like effect.

(3) An official certificate of inspection of the title plan made pursuant to an application under these rules shall be regarded as an official search for the purposes of section 83(3) of the Act and rule 295 of the principal rules.

#### **Inspection in connection with criminal proceedings, receivership under certain Acts and insolvency**

6.—(1) If a person referred to in column 1 of Part 1 or Part 2 of Schedule 2:

- (a) applies in Form 112A or 112B whichever is appropriate to make an inspection under this rule in relation to a person specified in the application or to a property so specified; and
- (b) gives the registrar the appropriate certificate (completed to contain all particulars required) referred to in column 2 of the said Schedule;

the registrar shall permit him to inspect and to obtain copies of and extracts from any document falling within section 112(2) of the Act and shall, if so requested (and notwithstanding rule 9 of the principal rules), provide him with the result of a search of the index of proprietors' names pursuant to the application.

(2) Where a person applies under paragraph (1) he may apply in Form 112A or 112B whichever is appropriate for inspection of or office copies of: the entries on the register of a registered title, the title plan of a registered title, a document referred to in the register of a registered title which is in the custody of the registrar or a caution title.

(3) An application under this rule shall be delivered to such office of the Registry as the registrar may direct.

(4) During the currency of any relevant notice given pursuant to rule 13, and subject to and in accordance with the limitations contained in that notice, any application under this rule may be made by facsimile transmission.

(5) In Schedule 2:

- (a) reference to senior executive officers include references to equivalent departmental grades;
- (b) references to an official receiver are references to an official receiver for the purpose of the Insolvency Act 1986<sup>(6)</sup> or the Companies Act 1985<sup>(7)</sup> or a person acting as a deputy to such an official receiver;
- (c) references to a trustee in bankruptcy are references to a trustee in bankruptcy of a person adjudged bankrupt in England and Wales or Northern Ireland or to a permanent or interim trustee in the sequestration of a debtor's estate in Scotland;
- (d) references to the official assignee are references to the Official Assignee for bankruptcy for Northern Ireland or the Official Assignee for company liquidations for Northern Ireland; and
- (e) references to a liquidator or administrator are respectively references to a liquidator or administrator appointed for the purposes of the Insolvency Act 1986.

#### **Inspection under a court order**

7. In any case where a court (having power to do so) has ordered that a person may inspect and make copies of any document falling within section 112(2) of the Act, that person shall give to the registrar a document certified by the proper officer of the court to be a true copy of such order.

## PART III

#### **Application for office copies of a caution title**

8.—(1) Any person may apply for an office copy of a caution title.

(2) Save as provided by rule 6(2), an application under paragraph (1) shall be made:

- (a) by delivering in documentary form an application in Form 110A; or
- (b) by delivering the application, during the currency of any relevant notice given pursuant to rule 13, and subject to and in accordance with the limitations contained in that notice, by any means of communication, other than that referred to in sub-paragraph (a), and:
  - (i) where the application is made by facsimile transmission the applicant shall provide Form 110A; and
  - (ii) in any other case the applicant shall provide, in such order as may be required by that notice and, in the case of delivery by telephone, in such order as may be requested by the registrar, such particulars as are appropriate and are required for an application in Form 110A.

(3) An office copy shall be issued without reference to any application or matter which may affect the subsistence of the caution against first registration records in the relevant caution title.

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<sup>(6)</sup> 1986 c. 45.

<sup>(7)</sup> 1985 c. 6.

## PART IV

### OFFICIAL SEARCHES OF AN COPIES OF THE INDEX MAP

#### **Application for an issue of Official Certificate of Search of Index Map**

9.—(1) Any person may apply for an official search of the Index Map or General Map and the Parcel Index and the list of pending applications for first registration kept under rule 10 of the principal rules.

(2) An application under paragraph (1) shall be made:

- (a) by delivering in documentary form an application in Form 96; or
- (b) by delivering the application, during the currency of any relevant notice given pursuant to rule 13, and subject to and in accordance with the limitations contained in that notice, by any means of communication, other than that referred to in sub-paragraph (a), and;
  - (i) where the application is made by facsimile transmission the applicant shall provide Form 96; and
  - (ii) in any other case the applicant shall provide, in such order as may be required by that notice and, in the case of delivery by telephone, in such order as may be requested by the registrar, such particulars as are appropriate and are required for an application in Form 96.

(3) If the registrar shall so require, an applicant shall provide to the registrar a copy or extract from the Ordnance Map on the largest scale published of the land to which the application relates.

(4) If the application is in order an official certificate of search shall be issued.

(5) An official certificate of search shall be issued in the form set out under the heading “Certificate of result of Official Search of the Index Map” in Form 96 or to like effect.

#### **Application for copies of Index Map sections**

10.—(1) Any person may apply for a copy of an Index Map section.

(2) An application under paragraph (1) shall be made by delivering in documentary form an application in Form 96B.

(3) A copy of an Index Map section provided by the registrar under this rule shall not constitute an office copy or extract for the purpose of section 113 of the Act or an official search for the purpose of section 83(3) of the Act or an official certificate of the result of a search for the purpose of rule 295 of the principal rules.

## PART V

#### **Office to which application is to be delivered**

11. Subject to rule 6(3), an application made under these rules shall be delivered to the proper office.

#### **Separate applications for each title required in certain cases**

12.—(1) A separate application shall be delivered in respect of each registered title if the application is for:

- (a) office copies of the register or the title plan or for a certificate of inspection of the title plan made under rule 2;
  - (b) office copies of documents referred to in the register made under rule 3;
  - (c) inspection of the register, the title plan and documents referred to in the register made under rule 4;
- (2) Where an application is made under rule 2 and the property described in accordance with panel 2 of Form 109 is registered under more than one title number, but the applicant fails to provide a title number or the title number provided does not relate to any part of the property described in accordance with panel 2 of that form, the registrar may:
- (a) deal with the application as though it referred only to such one of the title numbers under which the property or any part is registered as he shall choose, in which case in respect of the remaining title number or numbers there shall be deemed to have been no application; or
  - (b) accept such application and if he does so it shall be deemed to be a separate application in respect of each title revealed; or
  - (c) cancel the application.
- (3) Where an application is made under rule 8, a separate application shall be delivered in respect of each caution title.

#### **Notice for the provision of additional arrangements for applications**

**13.**—(1) If the registrar is satisfied that adequate arrangements have been or will be made for dealing with the applications specified in paragraph (4) in accordance with this rule, he may, in such manner as he considers appropriate for informing persons who may wish to make applications under these rules, give notice to that effect specifying the class or classes of case covered by those arrangements; and such a notice may in particular, but without prejudice to the generality of the foregoing provision, specify the class or classes of case so covered by limiting them:

- (a) to one or more of the types of application mentioned in paragraph (4);
- (b) to applications made by a person maintaining a credit account;
- (c) to applications which relate to land within specified counties, districts, London Boroughs or other administrative areas;
- (d) to applications made between specified hours and on specified days (which need not be those between or on which the Registry is open to the public and may be different for applications of different types);
- (e) to delivery of applications by one or more means of communication;
- (f) when an application is made by facsimile transmission in Form 96 and refers to land shown on an accompanying plan, to any such application which is accompanied by a designated plan;
- (g) when an application is made under rule 2(2)(b) or 3(2)(b) to an application which states the relevant title number;
- (h) when an application is made under rule 8(2)(b), to an application which states the relevant distinguishing number of the caution title;
- (i) when an application is made for a certificate of inspection of the title plan of a registered title under rule 2(2)(b)(ii) to an application which provides the relevant plot number on the estate plan;
- (j) when an application is made under rule 9(2)(b)(ii) to an application which does not require a plan to identify the land to which the application relates.

(2) Subject to paragraph (3), a notice given pursuant to paragraph (1) shall be current from the time specified in that behalf in the notice; and either:

- (a) until the time, if any, specified in that behalf in the notice; or
- (b) if no time of ceasing to be current is specified in the notice, indefinitely.

(3) A notice given pursuant to paragraph (1) may from time to time be varied, suspended, withdrawn, renewed or replaced by a further notice.

(4) The applications referred to in paragraph (1) are:

- (a) an application for office copies of the register or the title plan or for a certificate of inspection of the title plan made under rule 2(2)(b);
- (b) an application for the office copies of documents referred to in the register made under rule 3(2)(b);
- (c) an application for information or office copies made under rule 6(4);
- (d) an application for an office copy of a caution title made under rule 8(2)(b);
- (e) an application for an official certificate of search of the Index Map made under rule 9(2)(b).

(5) Notwithstanding the provisions of rules 2(2)(b), 3(2)(b), 6(4), 8(2)(b) and 9(2)(b), the registrar may in his discretion refuse to accept an application made under any of those provisions in any individual case.

#### **Certain applications not to be made by facsimile transmission**

**14.** No application may be made by facsimile transmission under the principal rules; and no application may be so made under the Land Registration (Matrimonial Homes) Rules 1990(8).

#### **Revocation**

**15.**—(1) Rule 70 of the principal rules, and rules 3, 4 and 5 of, and Form 96 and Form 96A in the Schedule to, the 1990 Rules are revoked.

(2) The Land Registration (Open Register) Rules 1990(9) are revoked.

Dated 18th september 1991

*Mackay of Clashfern, C.*

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(8) S.I. 1990/1360.

(9) S.I. 1990/1362.

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SCHEDULE 1

Rules 2, 3, 4, 5, 6, 8, 9 and 10

Application for: Office  
Copies of Register/Title Plan;  
a certificate in Form 102

HM Land Registry

Form **109**

(Rule 2 Land Registration (Open Register) Rules 1991)

\_\_\_\_\_ District Land Registry

Please complete the numbered panels on this form in typescript or BLOCK LETTERS. No covering letter is necessary. Applications for office copies of specified documents must be made on Form 110. Use one form per title.

<p><b>1</b> Title Number (if known) _____ (Use one character per box)</p> <p><b>2</b> Flat No., if applicable _____</p> <p>Postal number or description _____</p> <p>Name of road _____</p> <p>Name of locality _____</p> <p>Town _____</p> <p>District or London Borough _____</p> <p>Administrative County _____</p> <p>Postcode _____</p>	<p><b>Property Description</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>For official use only</p> <p>Record of Fees paid. _____</p> <p>Fee Debited. £ _____</p>	<p><b>4 PAYMENT OF FEE</b></p> <p>Please enter X in the appropriate box:-</p> <p><input type="checkbox"/> the Land Registry fee of £ _____ accompanies this application, or</p> <p><input type="checkbox"/> please debit the Credit Account mentioned below with the appropriate fee payable under the current Land Registration Fees Order.</p> <p><b>FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS</b></p> <p><b>YOUR KEY NUMBER:-</b></p> <p>_____</p> <p><b>YOUR REFERENCE:-</b></p> <p>_____</p>
<p><b>3 Application</b></p> <p><b>1</b> _____ (enter here name and address of person or firm making the application)</p> <p>of _____</p> <p>_____</p> <p>apply for</p> <p><input type="checkbox"/> office copy(ies) of the register of the above mentioned property;</p> <p><input type="checkbox"/> office copy(ies) of the title plan of the above mentioned property;</p> <p><input type="checkbox"/> a certificate in Form 102 in which case, either:-</p> <p><input type="checkbox"/> an estate plan has been approved and the plot number is _____ or</p> <p><input type="checkbox"/> no estate plan has been approved and a certificate is to be issued in respect of the land shown _____ on the attached plan and copy.</p>	<p><b>5</b> Please enter X in the appropriate box:-</p> <p><input type="checkbox"/> I am, or act for, either the registered proprietor or an intending purchaser or mortgagee.</p> <p><input type="checkbox"/> The above does not apply.</p> <p><small>Note: This information is requested for statistical purposes only.</small></p> <p><b>6</b> Where the title number is NOT quoted in Panel 1 please enter X in the appropriate box(es):-</p> <p>As regards this property, I am interested in the</p> <p><input type="checkbox"/> Freehold estate.</p> <p><input type="checkbox"/> Leasehold estate.</p> <p><b>7</b> In case there is an application for registration pending against the title, please enter X in the appropriate box:-</p> <p><input type="checkbox"/> I require an office copy back dated to the day prior to the receipt of that application, or</p> <p><input type="checkbox"/> I require an office copy on completion of that application.</p>	<p>Signature of applicant :- _____</p> <p>Date _____</p> <p>Daytime telephone No :- _____</p>	

**8 Reference** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please enter above using BLOCK LETTERS the name and either address (including postcode) OR (if applicable) the Dx number of the person to whom the office copies are to be sent.

Where you have requested that the fee be paid by Credit Account the appropriate fee has been debited.







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Certificate of Inspection  
of Title Plan

HM Land Registry

Form **102**  
(Rule 5 Land Registration  
(Open Register) Rules 1991)

Title Number _____
Property _____
_____

**The title plan of the above-mentioned title has been inspected and it is certified that:**  
(only the statements opposite the box(es) marked X apply)

(1)  (a) plot number \_\_\_\_\_ on the estate plan approved for the purpose of official searches and inspections by H.M. Land Registry on \_\_\_\_\_ is in the above-mentioned title.

(b) the land shown \_\_\_\_\_ on the plan supplied by you and returned herewith is in the above-mentioned title.

(2)  (a) the said plot or land is not affected by any colour or other reference shown on the title plan and mentioned in the entries on the register.

(b) the said plot or land is \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

on the title plan but is not affected by any other colour or other reference shown on the title plan and mentioned in the entries on the register.

Remarks (if any) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reference	

<b>Official Stamp</b>
Date _____

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Application to inspect documents  
(Criminal matters)

HM Land Registry

Form

# 112A

(Rule 6 Land Registration (Open Register) Rules 1991)

**Important. Please read this.**

1. You may use this form if you are authorised to apply under rule 6 and Part I of Schedule 2 to the Land Registration (Open Register) Rules 1991 (the Rules).
2. You can only apply under Part III or Part IV of this form if you are also applying under Part I or Part II or both. If you are not applying under Part I or Part II or both then: if you wish personally to inspect a register, title plan or document referred to in the register you must use Form 111 or, if you wish for office copies of a register or title plan you must use Form 109; or, if you wish for office copies of documents referred to in the register you must use Form 110.
3. Your application will be rejected unless you :
  - a) Complete Part I and/or Part II of this form; and
  - b) Tick and complete the appropriate certificate(s) and status box(es) on pages 3 or 4; and
  - c) Complete the details at the end of page 4 and sign this form.
4. If you attend at the Registry to inspect documents you must bring this form and you will be asked for proof of identity.
5. Fees are payable for this application : the amounts payable are set out in the current Land Registration Fees Order.

**INFORMATION REQUIRED** - Enter X in the appropriate box(es)  
I apply under rule 6 of the Rules :-

(1) Please give details  
(attach a list if necessary).

**Part I**

To inspect the following document(s) <sup>(1)</sup> falling within section 112(2) Land Registration Act 1925:-

and/or

For the issue of an office copy of each of the above documents.  
(The above documents are referred to in my certificate(s) on pages 3 or 4 of this form as "the required information".)

(2) If you specify a geographic area e.g. Kent, the information can be provided faster.

**Part II**

For an official search in the Index of Proprietors' Names in respect of :-

all titles in <sup>(2)</sup>

or

all titles

(3) Please give full name(s).

of which <sup>(3)</sup>

Name

is a registered proprietor.

(The result of this search is referred to in my certificate(s) on pages 3 or 4 of this form as "the required information".)

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(4) Please provide as much of the following information as is available. If more than one property please attach a list of the additional property(ies) using the same format.

**Part III**

To inspect the register(s), title plan and documents referred to in the register :-

of the title(s) revealed in the result of the official search of the Index of Proprietors' Names referred to in Part II above, and/or

of the following property :-

	<b>Title number (if known)</b>	<b>For Official Use Only</b>
Postal number or description	<b>Property description <sup>(4)</sup></b>	
Name of road		
Name of locality		
Town		
Postcode		
District or London Borough		
Administrative County		

**For non-residential properties please supply a plan**

(5) Please give details (attach a list if necessary).

**Part IV**

For Office Copies of

Register entries

Title plan

The following documents referred to in the register :- <sup>(5)</sup>

of

the titles revealed in the result of the above official search of the Index of Proprietors' Names and/or

the title number(s) or property description(s) set out in Part III above and/or

the following titles:-

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(6) Please tick the appropriate box(es) and complete any blank spaces in the certificates.

**CERTIFICATES<sup>(6)</sup>:**

**CERTIFICATE A** (general criminal investigation)  
 I certify that a criminal offence namely \_\_\_\_\_  
 contrary to \_\_\_\_\_  
 has been or is reasonably suspected to have been committed and there is reason to believe  
 that the required information may be relevant to the investigation of the offence or to the  
 institution of proceedings for it.

**CERTIFICATE B** (recovery or distribution of proceeds of general crime)  
 I certify that on \_\_\_\_\_ at \_\_\_\_\_ Court  
 the following person(s) \_\_\_\_\_  
 \_\_\_\_\_ was/were convicted of (a) criminal offence(s)  
 namely \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 contrary to \_\_\_\_\_ and the  
 following offences were taken into consideration \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 and there is reason to believe that the required information may be relevant to the institution  
 of proceedings for making available for distribution or otherwise for recovering the  
 proceeds of the commission of that/those offence(s).

**I am<sup>(7)</sup>** (Certificates A or B only)

A Chief Officer of Police or a police officer, not below the rank of superintendent,  
 authorised to apply on his behalf.

The Director of Public Prosecutions or a member of the Crown Prosecution Service  
 authorised to apply on his behalf.

A member of the Serious Fraud Office holding a rank not below that of senior executive  
 officer.

A person authorised by the Secretary of State for Social Security and holding a rank not below  
 that of senior executive officer.

(7) The application must be signed on page 4 by one of the specified persons.

**CERTIFICATE C** (investigation into drug trafficking offences as defined in the Drug  
 Trafficking Offences Act 1986)  
 I certify that there are reasonable grounds for suspecting that the required information is  
 likely to be of substantial value (whether by itself or together with other information) to an  
 investigation into drug trafficking as defined in section 38(1) of the Drug Trafficking  
 Offences Act 1986.

**CERTIFICATE D** (investigation into whether a person has benefited from drug  
 trafficking or to facilitate the recovery of the value of proceeds of drug trafficking)  
 I certify that<sup>(8)</sup> \_\_\_\_\_ has committed or there are  
 reasonable grounds for suspecting that that person has committed a drug trafficking offence  
 as defined in section 38(1) of the Drug Trafficking Offences Act 1986 and that I have  
 reasonable grounds for suspecting that the required information is likely to be of substantial  
 value (whether by itself or together with other information) to an investigation into whether  
 that person has benefited from drug trafficking or in facilitating the recovery of the value of  
 his proceeds of drug trafficking.

**I am<sup>(7)</sup>** (Certificates C or D only)

A Chief Officer of Police or a police officer, not below the rank of superintendent,  
 authorised to apply on his behalf.

The Director of Public Prosecutions or a member of the Crown Prosecution Service  
 authorised to apply on his behalf.

A person commissioned by the Commissioners of Customs and Excise and holding a rank  
 not below that of senior executive officer.

The Lord Advocate or a person conducting a prosecution in Scotland on his behalf.

(8) Please insert name.

(7) The application must be signed on page 4 by one of the specified persons.

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(8) Please insert name

(7) The application must be signed on this page by one of the specified persons.

**CERTIFICATE E** (investigation into whether a person has benefited from an offence referred to in the certificate or to facilitate the recovery of the value of property obtained by that person from that offence: Criminal Justice Act 1988)

I certify that <sup>(8)</sup>:- \_\_\_\_\_ has committed or there are reasonable grounds for suspecting that that person has committed an offence to which Part VI of the Criminal Justice Act 1988 applies and that I have reasonable grounds for suspecting that the required information is likely to be of substantial value (whether by itself or together with other information) to an investigation into whether that person has benefited from the said offence or in facilitating the recovery of the value of the property obtained by that person from or in connection with the said offence.

**I am** <sup>(7)</sup>

A Chief officer of the Police or a police officer, not below the rank of superintendent, authorised to apply on his behalf.

The Director of Public Prosecutions or a member of the Crown Prosecution Service authorised to apply on his behalf.

A person commissioned by the Commissioners of Customs and Excise and holding a rank not below that of senior executive officer.

A member of the Serious Fraud Office holding a rank not below that of senior executive officer.

A person authorised to apply by the Commissioners of Inland Revenue and holding a rank not below that of senior executive officer.

(7) The application must be signed on this page by one of the specified persons.

**CERTIFICATE F** (to assist the Security Service in the performance of its functions)

I certify that there are reasonable grounds for believing that the required information is likely to be of substantial value (whether by itself or together with other information) in assisting the Security Service in performing its functions under section 1 of the Security Service Act 1989.

**I am** <sup>(7)</sup>

The Director-General of the Security Service or a member of the Security Service authorised to apply on his behalf.

(7) The application must be signed on this page by one of the specified persons.

**CERTIFICATE G** (terrorist investigation)

I certify that there are reasonable grounds for suspecting that the required information is likely to be of substantial value (whether by itself or together with other information) to a terrorist investigation to which section 17 of the Prevention of Terrorism (Temporary Provisions) Act 1989 applies.

**I am** <sup>(7)</sup>

A Chief Officer of the Police or a police officer, not below the rank of superintendent, certifying on his behalf.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name in capitals \_\_\_\_\_

Office Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person to contact \_\_\_\_\_

Telephone number \_\_\_\_\_

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

**Application to inspect documents**  
(Receivership and Insolvency matters only)

HM Land Registry

Form

# 112B

(Rule 6 Land Registration (Open Register) Rules 1991)

For official use only		Record of Fees paid	
		Fee Debited	£
<p align="center"><b>IMPORTANT</b></p> <p>1. You may use this form if you are authorised to apply under Rule 6 and Part 2 of Schedule 2 to the Land Registration (Open Register) Rules 1991 (the Rules).</p> <p>Please read the "Notes for Guidance of Applicants" on page 4 before completing the form.</p> <p>2. Fees are payable for this application: see fee panel opposite. The amounts are as set out in the current Land Registration Fees Order.</p>		<b>PAYMENT OF FEE</b>	
		Please enter X in the appropriate box:- <input type="checkbox"/> the Land Registry fee of £ <input type="text"/> accompanies this application, or <input type="checkbox"/> please debit the Credit Account mentioned below with the appropriate fee payable under the current Land Registration Fees Order.	
		FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS	YOUR REFERENCE:- <input type="text"/>

**INFORMATION REQUIRED** - Enter X in the appropriate box(es)  
I apply under rule 6 of the Rules :-

(1) Please give details (attach a list if necessary).

**Part I**

To inspect the following document(s)<sup>(1)</sup> falling within section 112(2) Land Registration Act 1925 :-

and/or

For the issue of an office copy of each of the above documents.  
(The above documents are referred to in my certificate on page 3 of this form as "the required information".)

(2) If you specify a geographic area e.g. Kent, the information can be provided faster.

**Part II**

For an official search in the Index of Proprietors' Names in respect of :-

(2)

all titles in

or

all titles

of which<sup>(3)</sup>

Name

is a registered proprietor.  
(The result of this search is referred to in my certificate on page 3 of this form as "the required information".)

(3) Please give full name(s).



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

(4) Please provide as much of the following information as is available. If more than one property please attach a list of the additional property(ies) using the same format.

**Part III**

To inspect the register(s), title plan and documents referred to in the register :-

of the title(s) revealed in the result of the official search of the Index of Proprietors' Names referred to in Part II above, and/or

of the following property :-

	<b>Title number (if known)</b>	For Official Use Only
Postal number or description	<b>Property description</b> <sup>(4)</sup>	
Name of road		
Name of locality		
Town		
Postcode		
District or London Borough		
Administrative County		

**For non-residential properties please supply a plan**

(5) Please give details (attach a list if necessary).

**Part IV**

For Office Copies of

Register entries

Title plan

The following documents referred to in the register :- <sup>(5)</sup>

of

the titles revealed in the result of the above official search of the Index of Proprietors' Names and/or

the title number(s) or property description(s) set out in Part III above and/or

the following titles:-

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

(6) Please tick the appropriate box(es) and complete any blank spaces in the certificates.

**CERTIFICATES <sup>(6)</sup>:**

**CERTIFICATE H** (to facilitate an exercise of powers by a Receiver appointed under the Drug Trafficking Offences Act 1986 or under Part VI Criminal Justice Act 1988)

I certify that I am a Receiver appointed under sections 8 or 11 of the Drug Trafficking Offences Act 1986 or Part VI of the Criminal Justice Act 1988 or an Administrator appointed under section 13 Criminal Justice (Scotland) Act 1987 and the enclosed document certified by a proper officer of the Court is a true copy of the Order appointing me to be a Receiver or Administrator and I have reasonable grounds for suspecting that the required information is likely to facilitate the exercise of the powers conferred on me in respect of the following person or property<sup>(7)</sup> :-

(7) Please name the person or property.

**CERTIFICATE I** (in connection with insolvency)

I certify that there is reason to believe that the required information would be of assistance to me in carrying out my functions as an Official Receiver, Official Assignee, Liquidator, Administrator or Trustee in Bankruptcy of<sup>(8)</sup> :-

(8) Please name the Company or individual in Insolvency or Bankruptcy

**I am <sup>(9)</sup>**

(9) This application must be signed on this page by one of the specified persons.

The Official Receiver.

The Official Assignee.

The Liquidator.

The Administrator.

The Trustee in Bankruptcy.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name in capitals \_\_\_\_\_

Office Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person to contact \_\_\_\_\_

Telephone number \_\_\_\_\_

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

#### NOTES FOR GUIDANCE OF APPLICANTS

1. You can only apply under Part III or Part IV of this form if you are also applying under Part I or Part II or both. If you are not applying under Part I or Part II or both then: if you wish personally to inspect a register, title plan or document referred to in the register you must use Form 111; or, if you wish for office copies of a register or title plan you must use Form 109; or, if you wish for office copies of documents referred to in the register you must use Form 110.
2. Your application will be rejected unless you :
  - a) Complete Part I and/or Part II of this form; and
  - b) Tick and complete the appropriate certificate(s) and status box(es) on page 3 (and enclose the copy court order if certificate H is given); and
  - c) Complete the details at the end of page 3 and sign this form.
3. If you attend at the Registry to inspect documents you must bring this form and you will be asked for proof of identity.

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

**Application for Office  
Copies of a Caution  
Title including Plan**

HM Land Registry

Form

**110A**

(Rule 8 Land Registration (Open Register) Rules 1991)

District Land Registry
------------------------

**IMPORTANT**

Please complete the numbered panels on this form in typescript or BLOCK LETTERS.  
No covering letter is necessary.  
Use one form per title.

The correct caution title number must be quoted.

Enter address, including any postcode, (or short description) of property.

**1 Caution Title Number** (use one character per box)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**2 Property**

DISTRICT or London Borough      COUNTY/Admin Area

For official use only	Record of Fees paid.	
	Fees Debited.	£

**4 PAYMENT OF FEE**

Please enter X in the appropriate box:-

the Land Registry fee of £    |    |    |    |    |    |    |    |    | accompanies this application,

or

please debit the Credit Account mentioned below with the appropriate fee payable under the current Land Registration Fees Order.

FOR COMPLETION  
BY APPLICANTS  
WHO ARE CREDIT  
ACCOUNT HOLDERS

YOUR KEY NUMBER:-

YOUR REFERENCE:-

**3 Application**

Enter name and address of person or firm making the application.

I
of
apply for                     office copy (ies) of the Caution Title mentioned above.

Signature of applicant:-

Date

Daytime telephone No.

**5 Reference** \_\_\_\_\_

Please enter above using BLOCK LETTERS the name and either address (including postcode) OR (if applicable) DX number of the person to whom the office copies are to be sent.

Where you have requested that the fee be paid by Credit Account the appropriate fee has been debited.

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

Application for an  
Official Search  
of the Index Map

HM Land Registry

Form **96**

(Rule 9 Land Registration (Open Register)  
Rules 1991)

Please complete in typescript or in BLACK BLOCK LETTERS all details within the thick black lines.

To \_\_\_\_\_ District Land Registry

For official use only

Description \_\_\_\_\_ Date \_\_\_\_\_

Fees Debited £ \_\_\_\_\_ Record of Fees paid \_\_\_\_\_

**PAYMENT OF FEE**

Please enter X in the appropriate box:-

- the Land Registry fee of £ \_\_\_\_\_ accompanies this application,  
or  
 please debit the Credit Account mentioned below with the appropriate fee payable under the current Land Registration Fees Order.

**FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS**

YOUR KEY NUMBER:-

YOUR REFERENCE:-

Signed \_\_\_\_\_  
Date \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Reference \_\_\_\_\_

I \_\_\_\_\_  
of \_\_\_\_\_  
  
(enter name and address of person or firm making the application)  
  
apply for an official search of the Index Map or General Map and Parcels Index, and the list of pending applications for first registration, in respect of the land referred to below and shown \_\_\_\_\_ on the attached plan.

NOTE - Any attached plan must contain sufficient details of the surrounding roads and other features to enable the land to be identified satisfactorily on the Ordnance Survey Map. However, a plan may be unnecessary if the land can be identified by postal description. Nevertheless, the Chief Land Registrar reserves the right to ask for a plan to be supplied where he considers it necessary.

HM Land Registry

**Property**

Postal number or description \_\_\_\_\_

Name of road \_\_\_\_\_

Name of locality \_\_\_\_\_

Town \_\_\_\_\_

Postcode \_\_\_\_\_

District or London Borough \_\_\_\_\_

Administrative County \_\_\_\_\_

Ordnance Survey Map Reference \_\_\_\_\_

Known Title Number(s) \_\_\_\_\_

Enter Name and either address including postcode OR (if applicable) DX number of the person to whom the official certificate of result of search is to be sent.

Reference \_\_\_\_\_

**CERTIFICATE OF RESULT OF OFFICIAL SEARCH OF THE INDEX MAP (Form 96 Result)**

It is certified that the official search applied for has been made with the following result:- (Only the statements opposite the boxes marked X apply.)

- The land \_\_\_\_\_ is not registered.  
 The land \_\_\_\_\_ is not affected by any caution against first registration or any priority notice.  
 The land \_\_\_\_\_ is affected by a pending application for first registration under the following reference \_\_\_\_\_  
 The land \_\_\_\_\_ is registered freehold under Title No \_\_\_\_\_  
 The land \_\_\_\_\_ is registered leasehold under Title No \_\_\_\_\_  
 The land \_\_\_\_\_ is affected by a rentcharge under Title No \_\_\_\_\_  
 The land \_\_\_\_\_ is affected by a caution against first registration/ priority notice under Title No \_\_\_\_\_

Official stamp

When applying for first registration of the above property or writing in relation to it, please enclose this result of search and any plan annexed thereto.

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

**Application for  
Copies of Index Map  
Sections**

**HM Land Registry**

**Form  
96B**

(Rule 10 Land Registration (Open Register)  
Rules 1991)

<p style="font-size: small;">Please complete in typescript or in BLACK BLOCK LETTERS all details within the thick black lines.</p> <p>To _____ District Land Registry</p>	<p style="text-align: center; font-weight: bold;">For official use only</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">INDEX MAP SECTION(S) COPIED:-</td> <td style="width: 20%;">Date</td> </tr> <tr> <td style="font-size: x-small;">Fees Debited £</td> <td style="font-size: x-small;">Record of Fees paid</td> </tr> </table>	INDEX MAP SECTION(S) COPIED:-	Date	Fees Debited £	Record of Fees paid				
INDEX MAP SECTION(S) COPIED:-	Date								
Fees Debited £	Record of Fees paid								
<p>I of</p> <p style="font-size: x-small;">(enter name and address of person or firm making the application)</p> <p>apply for a copy or copies of the Index Map section(s) covering the area of land described below * and shown edged/coloured ..... on the attached plan(s).</p> <p style="font-size: x-small;"><b>NOTE : THE ATTACHED PLAN MUST CONTAIN SUFFICIENT DETAILS OF NEIGHBOURING ROADS AND OTHER FEATURES TO ENABLE THE LAND TO BE IDENTIFIED SATISFACTORILY ON THE ORDNANCE SURVEY MAP.</b></p>	<p style="text-align: center; font-weight: bold; border: 1px solid black; display: inline-block; padding: 2px;">PAYMENT OF FEE</p> <p style="font-size: x-small;">Please enter X in the appropriate box:-</p> <p><input type="checkbox"/> the Land Registry fee of £ <input type="text"/> accompanies this application,</p> <p style="text-align: center; font-size: x-small;">or</p> <p><input type="checkbox"/> please debit the Credit Account mentioned below with the appropriate fee payable under the current Land Registration Fees Order.</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 60%;"><b>FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS</b></td> <td><b>YOUR KEY NUMBER:-</b></td> </tr> <tr> <td></td> <td><input type="text"/></td> </tr> <tr> <td></td> <td><b>YOUR REFERENCE:-</b></td> </tr> <tr> <td></td> <td><input type="text"/></td> </tr> </table> <p>Signed _____ Date _____ Telephone No. _____ Reference _____</p>	<b>FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS</b>	<b>YOUR KEY NUMBER:-</b>		<input type="text"/>		<b>YOUR REFERENCE:-</b>		<input type="text"/>
<b>FOR COMPLETION BY APPLICANTS WHO ARE CREDIT ACCOUNT HOLDERS</b>	<b>YOUR KEY NUMBER:-</b>								
	<input type="text"/>								
	<b>YOUR REFERENCE:-</b>								
	<input type="text"/>								
<p>This section will be returned to the person(s) shown in the address panel below.</p> <p>* Short Description of land in application:-</p> <p>District or London Borough _____</p> <p>Administrative County _____</p> <p>Ordnance Survey Map Reference _____</p> <p>Enter Name and either address including postcode OR (if applicable) DX number of the person to whom the copy or copies of the Index Map are to be sent.</p> <p>Reference _____</p>	<p style="text-align: center; font-weight: bold;">HM Land Registry</p> <p>INDEX MAP SECTION(S) REF: .....</p> <p>.....</p> <p>.....</p> <p>In accordance with your application, copies of the Index Map section(s) referred to above are enclosed. Please quote the above reference(s) in any correspondence.</p> <p>Index Map sections are maintained as an index of individual titles. They are not the appropriate document for identifying the precise extent of any title referred to in them. An office copy of a title plan and a register of the relevant title, obtained by applying in Form 109, will provide this information.</p> <div style="border: 1px solid black; width: 100%; height: 80px; margin-top: 10px; text-align: center; padding-top: 40px;">                 Official stamp             </div>								

## SCHEDULE 2

Rule 6

## PART I

Column 1 <i>Status of applicant</i>	Column 2 <i>Certificate in Form 112A</i>
(a) A Chief Officer of Police or a police officer, not below the rank of superintendent, authorised to apply on his behalf.	Certificate A (general criminal investigation) Certificate B (recovery or distribution of proceeds of general crime) Certificate C (investigation into drug trafficking offences) Certificate D (investigation into whether a person has benefited from drug trafficking or to facilitate the recovery of the value of proceeds of drug trafficking) Certificate E (investigation into whether a person has benefited from an offence referred to in the certificate or to facilitate the recovery of the value of property obtained by that person from that offence: Criminal Justice Act 1988(10)) Certificate G (terrorist investigation)
(b) The Director-General of the Security Service or a member of the Security Service authorised to apply on his behalf.	Certificate F (to assist the Security Service in the performance of its functions)
(c) A person authorised by the Secretary of State for Social Security and holding a rank not below that of senior executive officer.	Certificate A Certificate B
(d) The Director of Public Prosecutions or a member of the Crown Prosecution Service authorised to apply on his behalf.	Certificate A Certificate B Certificate C Certificate D Certificate E
(e) A member of the Serious Fraud Office holding a rank not below that of senior executive officer.	Certificate A Certificate B Certificate C
(f) A person commissioned by the Commissioner of Customs and Excise and holding a rank not below that of senior executive officer.	Certificate C Certificate D Certificate E
(g) The Lord Advocate or a person conducting a prosecution in Scotland on his behalf.	Certificate C Certificate D
(h) A person authorised to apply by the Commissioners of Inland Revenue and holding	Certificate E

(10) 1988 c. 33.

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Column 1 <i>Status of applicant</i>	Column 2 <i>Certificate in Form 112A</i>
a rank not below that of senior executive officer.	

## PART II

Column 1 <i>Status of applicant</i>	Column 2 <i>Certificate in Form 112B</i>
(a) Receiver appointed under section 8 or 11 of the Drug Trafficking Offences Act 1986 <sup>(11)</sup> .	Certificate H (to facilitate an exercise of powers by a receiver appointed under the Drug Trafficking Offences Act 1986)
(b) Administrator appointed under section 13 Criminal Justice (Scotland) Act 1987 <sup>(12)</sup>	Certificate H (to facilitate an exercise of powers by an administrator appointed under the Criminal Justice (Scotland) Act 1987)
(c) Receiver appointed under Part VI of the Criminal Justice Act 1988.	Certificate H (to facilitate an exercise of powers by a receiver appointed under Part VI of the Criminal Justice Act 1988)
(d) An Official Receiver.	Certificate I (investigation in connection with insolvency)
(e) An Official Assignee.	Certificate I
(f) A Liquidator.	Certificate I
(g) An Administrator.	Certificate I
(h) A Trustee in Bankruptcy.	Certificate I

## EXPLANATORY NOTE

(This note does not form part of the Rules)

These Rules, which replace the Land Registration (Open Register) Rules 1990 and that part of the Land Registration Rules 1990 relating to Search of the Index Map and delivery of certain applications by facsimile transmission, provide:—

- (a) a framework whereby certain types of application may, during the currency of any notice given by the registrar under rule 13(1) of the Rules, be delivered by a variety of means including by telephone or facsimile transmission;
- (b) that any person may obtain office copies of caution titles relating to cautions against first registration;
- (c) for a new service enabling any person to obtain copies of Index Map sections;

<sup>(11)</sup> 1986 c. 32.

<sup>(12)</sup> 1987 c. 41.



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

- (d) for the revocation of the right of any person to make a personal inspection of the Index Map;
- (e) for revised forms of application as set out in Schedule 1 to the Rules.