

Issued free of charge

Form No : FRAG/01

Serial No :

Application for transfer of the ownership by a deed, an institutional action in terms of the Amendment No. 20 of 2005 to the Tea, Rubber and Coconut Estates (Control of Fragmentation) Act No. 2 of 1958

Chairman

Tea, Rubber and Coconut Estates (Control of Fragmentation) Board,

Ministry of Plantation Industries,

10th Floor, Second Stage, Sethsiripaya,

Battaramulla.

- 1) Full name of the applicant :-
(Legal owner of the land)
- 2) Address :-
- 3) National Identity card No :-
- 4) Telephone No :-
- 5) Name of the Land :-
- 6) If there are joint owners / co-owners for the relevant land, their names and addresses should be mentioned below :-

Serial No	Name	N.I.C No.	Address
01			
02			
03			
04			
05			

- 7) The Extent of the land :- (On or before 22.07.2005)

Acres	Roods	Perches	(Hectares)

- 8) The present extent of the land :-

Acres	Roods	Perches	(Hectares)

9) Details of the location of the land :-

- 9.1 District :-
- 9.2 D.S. Division :-
- 9.3 Name of the Pradeshiya Sabha :-
- 9.4 Grama Niladari's Division :-
- 9.5 Village :-
- 9.6 Land Registrar's Division :-
- 9.7 The access road to the land :-

(A map tracing the road that can be reached to the land from the nearest town should be annexed)

10) Details of the deeds, Plan and Title Report for the land claimed :-

- 10.1 Deed Nos. and dates :-
- 10.2 Plan Nos. and dates :-
- 10.3 Date of the Title Report :-

(Certified copies of the relevant Deeds and Plans should be annexed. A Title Report attested by the Attorney-at-Law who has 10 years of experience as a Notary, should also be submitted.)

11) Details of the crops cultivated in the land

- 11.1 Tea/ Coconut/ Rubber/ Other :-
- 11.2 The extent under cultivation :-

Acres	Roods	Perches	(Hectares)

- 11.3 The Present situation of the cultivations :-
- 11.4 The total yield of past three years :-

12) Details on the main buildings located at the land and their conditions

- 12.1 The number of buildings :-
- 12.2 Square feet of the buildings :-
- 12.3 The present conditions of the buildings :-

13) Has an application for transfer of this land been submitted previously for approval of the Board?

Yes No

If so, File No :-

(Copies of the relevant letters should be annexed)

14) Details on the manner of transfer of the ownership by this application

- 14.1 Among children and family members ? :- Yes/ No
See the instructions overleaf (If the ownership of the land has been owned after 22.07.2005, certified copies of the Deeds and Plans of the previous ownership should be submitted)
- 14.2 Is the ownership of the land transferred to others ? Yes/ No
- 14.3 Is it made as a Mortgage ? Yes/ No

15) The reason why land are purchased by relevant persons? (Mark the correct reason)

- 15.1 To sell by blocking out
- 15.2 To the further develop Coconut/Tea/ Rubber cultivation
- 15.3 For any other development purpose removing coconut/tea/rubber cultivation
- 15.4 Other (If any other purpose, it should be mentioned clearly)

16) Has any portion of this land been fragmented after 22nd July 2005? Yes/ No

17) State below names and addresses of the persons / institutions who acquire the land on sale, on a mortgage or as a gift, and the extent of land to be allocated.

Serial No	Name of the receiver person/ Institution	NIC No	Address	Acres	Roods	Perches	(Hectares)
01							
02							
03							
04							
05							
06							
07							

It is hereby certified that the above information are true and accurate.

.....
Signature of the applicant

.....
Date

Name and signature of joint owners if any,

Name	Signature	Date
01
02
03
04
05.....

I certify that the above named applicant / applicants placed his/her/their signature/ signatures above in my presence

.....
Attorney at law/ Notary public/ Commissioner of oaths
Signature and Rubber Seal

.....
Date

Instructions

Please read the following instructions carefully before completing the application.

Duly filled applications should be sent to the address therein under the registered post. If you wish to submit the applications by hand, you are allowed to come on Mondays and Wednesdays only.

- Only **Mondays** and **Wednesdays** are public days.
Issuing applications, receiving applications, issuing Certificates of Consent and checking of draft deeds will be done on Mondays and Wednesdays only.
- Applications which are not duly perfected and to which copies of the relevant documents are not annexed will be rejected. Each sub-section of the application should be completed correctly.
- Signature of the applicant should be compulsorily attested by Attorney at law/ Notary public/ Commissioner of Oaths.
- The application form, affidavit form, bank letter format can be downloaded from the official website of the Ministry of Plantation Industries www.plantation.gov.lk For all inquiries, call 011-2186200.
- The Certificate of Consent will be issued to the applicant under the registered post and if it is received at this institution, the applicant or his / her Power of Attorney holder can receive it by presenting his / her National Identity Card.
- If his / her representative comes and receives the Certificate of Consent on behalf of the applicant, the authorized representative should compulsorily submit **a letter of authorization** from the applicant to obtain the Certificate of Consent.
- If any inquiry about the applications is made, the file number issued by the Board should be stated and the information will be provided only to the applicant or the relevant Attorney –at - Law and when inquiring through external parties / brokers, information will not be provided.
- You are hereby informed to refrain from making payments to brokers or other external parties and this Board will not charge any fee for issuing Certificates of Consent.
- The name of the Power of Attorney holder as the applicant should be mentioned in the application at the time of request made by the Power of Attorney holder of the applicant.
- In cases where the names of the transferor or the transferee appear differently in the application / identity card / deeds, an affidavit should be submitted to confirm that the different names found on different documents refer to one person.

The documents 01 to 12 below along with the application (as applicable) should be submitted.

01. Application completed by the owner of the land

(In case of undivided / jointly owned land, the application should be signed by all the parties.

If the applicant is the power of attorney holder, a true copy of the power of attorney should be submitted).

02. If the owner of the land is deceased, a true copy of the death certificate and the letter of the Grama Niladhari countersigned by the Divisional Secretary confirming the heirs.

03. Recently prepared Title Report (If a Title Report has previously been submitted in respect of the land to be transferred, re-submission of the same is not required).

04. Originals of the Folios showing 30 years history of the land (obtained within a week).

05. True copies of Deeds / Gazettes / Grants related to the transfer.

06. A true copy of the plan pertaining to the land.

07. True copies of the transfer plans / a true copy of the block out plan, if it is a blocking out.

08. If it is a government land, a true copy of the letter approved by the Government Agent/ Divisional Secretary.

09. If the land relevant to the transfer is subject to a bank mortgage, a letter from the relevant bank stating that there is no objection to the transfer / if a lease has been made, a letter from the lessee stating that there is no objection.

10. True copies of the National Identity Cards of the transferor / transferee.

11. A map tracing the road that can be reached the land from the nearest town.

12. Affidavits submitted by the transferees in the form FRAG-B (In case of a transfer to a company, it should be given by two members of the Board of Directors).

In addition to the above documents, the relevant documents should be attached with the application in the following special cases.

For a transfer among family members

1. If the transfer is made to children, true copies of birth certificates.
2. If it is a transfer between the wife and the husband, a true copy of the marriage certificate.
3. If the transfer is made among relatives, the letter of Grama Niladhari countersigned by the Divisional Secretary to establish the relationship.

For a rejection to register the deed

1. Letter from the Attorney-at-Law stating the reason for attestation of the deed without the approval of this Board.
2. A true copy of the deed based on the above deed.
3. A true copy of the deed for which the registration was rejected.
4. In case of rejection to register the deed, the details should be obtained from this Board before completing the application.

For a bank mortgage

1. Request letter submitted by the bank / financial institution as per FRAG – A.
2. If it has been previously mortgaged to another bank and the mortgage is still valid, a letter from that bank stating, that bank has no objection to the transfer/mortgage.

For company transfers

1. A true copy of the company registration certificate
2. A true copy of the Articles of Association
3. A true copy of the Board Resolution certified by the company secretary
4. A true copy of the Description of Board of Directors
5. Project Report (It should be submitted by the buyer company)

(In both the case of buying/selling and mortgaging a land, a company has to submit the above documents)

Request for approval to execute a mortgage bond

- * Financial Institutions registered with the Central Bank of Sri Lanka are suitable lenders. If it is a mortgage, a letter obtained from the financial institution should be submitted according to the following format.
- * Name of the land, Total extent of the land, Land extent to be mortgaged, Owner/Owners of the land, Deed No. & the date, Purpose of the loan facility, Plan No./Lot No., District, Divisional Secretary's Division, GN Division, Land Registry.
- * The bank / Financial institution should state that in the event of recovery action following a default of banking facilities,
 - The land will be maintained as one entity and will not be divided into allotments.
 - Tea / Rubber / Coconut Plantation will be maintained.
 - Any transaction of the said land will be carried out with the prior approval of Tea, Rubber & Coconut Estates (Control of Fragmentation) Board.
- * Bank Manager's / Authorized Officer's signature & Official seal should be placed.

Affidavit

I,(Full name)
holder of National Identity Card No. of
..... (Address) being
a Buddhist/ Catholic/ Islamic/..... (any other) do hereby sincerely, truly and solemnly
affirm/ swear and declare as follows.

01. I am the affirmant /deponent above named.

02. Location of the land
Name of the land
Name of the owner of the land
Total extent of land
Plan No. and Lot No.

03. I do hereby declare that I agree to purchase the above land / the following allotment of land
divided from the above land.

Extent of land
Plan No. and Lot No.

04. Therefore, I affirm / swear and declare that after purchasing the above allotment of land,

- The land will be maintained as one entity and will not be divided into allotments,
- Tea / Rubber / Coconut plantation in the land will be maintained,
- In the event of transfer of the land, action will be taken subject to approval of the
Tea, Rubber and Coconut Estates (Control of Fragmentation) Board.

The above mentioned averments having
been read over and explained to the
deponent who having understood and
accepted the same as true placed his/her
signature at.....(place)
on (date)

.....
Signature of Affirmant
(On a stamp of Rs.50/-)

.....
Signature and rubber stamp of
the Commissioner for Oaths