



SERVICES OFFERED

LAND TITLES- Customers are able to query information about land related matters such as:

- How to obtain a registered title (First Registration Application)
- How to add someone to a Registered Title(Transfer of Land)
- When a Registered title is lost or destroyed
- Recording the death of an owner

Customer are also able to request and purchase the following:

- **Photocopies of Certificates of Title and other instruments**
- **Deposited Plans**
- **Certified copies of Certificates of Title and other instruments**
- **Search Certificates**

LAND VALUATION- Customers are able to query information with regards to:

- Reasons for making changes to the Valuation Roll
 - Change of ownership or possession
- Documents needed to request changes to the Valuation Roll (unregistered parcel)
 - Two (2) duly executed *Notice of Change Possession* forms (TR1 forms)
 - Current mailing address
 - Survey Diagram (if it is a Part of land Transfer)
 - Purchase Price (proof of purchase)
 - Address of subject property
 - Tax Registration Number (TRN) Government issued identification
- **Certificate of Valuation for Subdivision** ○ **Completed application form**
 - **Blue print or copy of subdivision**

SYSTEMATIC LAND REGISTRATION PROGRAMME- is the methodical and orderly registration of parcels of land in a designated area known as the *Systematic Adjudication Area*. As of January 4, 2021, the Prime Minister, The Most Honourable Andrew Holness, ON, MP, declared several *Systematic Adjudication Area* across Jamaica,

in parts of: Clarendon, Manchester, Portland, St. Catherine, St. Elizabeth, Trelawny, and Westmoreland. A full list of the declared areas may be accessed via our website at: www.nla.gov.jm

Systematic Land Registration Benefits

The Government of Jamaica will advance the entire cost for the legal and surveying fees. Persons will, however, be required to repay the costs after the Certificate of Title is issued. A Registrar of Titles caveat will be lodged against the Certificate of Title to protect the Government's interest in the aforementioned fees. *Systematic Land Registration* (SLR) will allow for the registration of a substantial amount of land in a short period.

Systematic Land Registration Process

Applications can be made by any person, within the *Systematic Adjudication Area*, who has acquired land by inheritance, purchase, gift, or possession of the land for twelve (12) years or more.

The SLR process includes house-to-house visits by the legal team from the Adjudication Services Division (ASD) to interview landowners claiming an interest in land, neighbours, and other community members. Adjudication Certificates (proof of ownership from the Adjudication process) are issued after the processing of the applications by the ASD team. The process concludes with the lodgement of the applications to the Land Titles Division (Titles Office), and the issuance of a Certificate of Title in the name of the landowner.

As objections may arise, such objections to the Adjudication Record must be submitted within thirty (30) days of the display of the Adjudication Record.

LAND ADMINISTRATION AND MANAGEMENT DIVISION- This Division continues to execute the functions of the Land Administration and Management Programme regarding land tenure and regularization and clarification. Customers are able to speak with officers as it relates to concerns about Land Administration and Management Division Areas.

- All parishes in Jamaica save and except parts of Kingston and St. Andrew which are not declared. Declared areas within Kingston and St. Andrew include: Rose Town
- Tel Aviv
- Southside
- Rose Gardens
- Lawrence Tavern
- Rock Hall
- Joppa
- Golden Spring

To open cases customers will need the following:

- **Certificate of Payment of Property Tax** evidencing up-to-date payment of property taxes.
- **Documentary Proof of Ownership which may include the following:** Agreement for Sale, Deed of Gift, Deed of Conveyance, Certificate of Compliance, Adjudication Certificate
- **Survey Plan**
- **Surveyor’s Statutory Declaration (If the survey diagram is more than seven years old).**
- **Subdivision Approval or Section 5 waiver pursuant to the Registration of Titles Cadastral Mapping and Tenure Clarification Act (SPA).**
- **Name, address and occupation of two (2) declarants** who know the 40 year history of the land and must be at least 55 years old.
- **Name, address, occupation and TRN of persons** who will be added to the Title.
- **Tax Registration Number (TRN) of applicant**
- **One (1) valid Government issued photo identification for applicant, and for each person added to the Title.**

**In the event of insufficient documents/ information to establish proof of ownership the matter may be referred to the National Land Agency’s Adjudication Services Division.*

MAPPING SERVICES

The NLA offers several mapping products and services to our customers. These include

MASTER MAPS- Customers are able to request and purchase topographic data maps of various towns across the island. Each sheet will cost JA\$1,000.00. These maps include:

TOWN	YEAR CREATED	NO. OF SHEETS
Portmore	2005	7
Kingston (and environs)	2010	26
Ocho Rios	2011	8
Spanish Town	2012	24
Montego Bay	2013	23
Santa Cruz	2014	15
TOWN	YEAR CREATED	NO. OF SHEETS
Falmouth	2017	8
Port Antonio	2018	12

Negril	2019	7
Mandeville	2020	10
May Pen	2021	8

Drone Aerial Mapping and Surveying Services -The agency provides cost effective and reliable aerial solutions to companies or individuals seeking assistance with drone services.

Drone Pilot Training - The NLA offers professional drone pilot training which includes basic to advance UAS training. Customized training available for groups of five (5) or more participants.

Customised Maps – Customers may request maps specifically designed to fit their needs. The maps are created using standard maps and overlaying of imagery, vector datasets and additional annotations and add-ons.

ONLINE SERVICES

The NLA will be offering a live demonstration and registration for **three (3)** online services *eLandjamaica*, **JAMPPOP**, and **Qme Flex-Appointment Service**.

ELANDJAMAICA- Customers will be able to view the interface which includes an interactive web map. The application is also mobile compatible and has the option to reset one's password.

Customers will be able to access and purchase copies of the following documents using *eLandjamaica*:

- Certificates of Title
- Valuation Roll Reports
- Caveat Cards
- Other Document Types (Deposited Plans, Strata Plans and Cadastral Maps)
- Enclosure Plans
- Registered Instruments (Transfers and Caveats)

Each of the above transactions cost JA\$500.00 (except for Valuation Roll Reports, which cost JA\$300.00).

For each category of search the following will be required:

1. **Certificate of Title** – volume and folio numbers or address of property (civic or scheme address) or valuation number.
2. **Valuation Roll Report** – same information as above.
3. **Caveat Card** – caveat number or volume and folio number.
4. **Other Document Types:**
 - Deposited Plan – deposited plan number
 - Strata Plan – strata plan number
5. **Enclosure Plan** – civic address or scheme address or valuation number or enclosure number or volume and folio number
6. **Registered Instrument** (e.g. transfer, caveat etc.) – Instrument number for the type of document required.

Please note that all documents purchased through the elandjamaica platform will be emailed to the customer.s.

JAMPROP- is the National Land Agency's online subscription service, which provides the subscriber with the following property sales data:

- **Transfer of Registered Land Titles (for Parcels)**
- **Transfer of Registered Land Titles (for Strata)**
- **Mortgage Listing**

Subscribers to **JAMPROP** will be able to access this information online in a variety of formats (chart, graph, excel listing).

Two packages are available:

- **Gold Package - \$75,000 per annum**
- **Silver Package - \$40,000 semiannual**

QME FLEX-APPOINTMENT SERVICE- is the National Land Agency's virtual intelligence software that allows customers the ability to specify the date and time at which they would like to consult with an officer at the Land Titles Division (Titles Office) via telephone, in person or virtually on matters such as:

- **New Certificates of Title Matters:** Lost Title Applications, Part of Land Transfers, Surrender 79, Surrender 77, Strata Applications, etc.

- **Memorandum Matters:** Application to Note Death and or Marriage, Transfers, Mortgages, Transmissions, Leases, Easements, Court Orders, etc.
- **Special Projects:** Strata and Splinter Titles processing
- **Simultaneous Lodgement Services:** Subdivision Plan and Splinter Certificates of Title to be processed together.

The Qme Flex-Appointment platform is accessible via the NLA's website at: www.nla.gov.jm.

Please note that there is no consultation cost via the stated communication channels.

NLA Connect – is an innovative online solution designed to enhance interaction between the Agency and its customers. Available 24/7, this user-friendly platform allows customers to seamlessly share suggestions, comments, concerns, report an issue, commendations and queries related to land related matters.

The NLA Connect is accessible via the NLA's website at: www.nla.gov.jm.

For further information, contact the National Land Agency:

Business Services Division

23 ½ Charles Street

Kingston, Jamaica

Email: asknla@nla.gov.jm

Website: www.nla.gov.jm

Telephone: (876) 750-5263 / (876) 946-5263

WhatsApp: (876) 418-5089



National Land Agency, Jamaica