

ment.—(1) Nothing contained in this Act or in the Indian Registration Act, 1877, or in the Indian Registration Act, 1871, or in any Act thereby repealed, shall be deemed to require, or to have at any time required the registration of any of the following documents or maps, namely:—

- (a) documents issued, received or attested by any officer engaged in making a settlement or revision of settlement of land-revenue, and which form part of the records of such settlement; or
- (b) documents and maps issued, received or authenticated by any officer engaged on behalf of Government in making or revising the survey of any land, and which form part of the record of such survey; or
- (c) documents which, under any law for the time being in force, are filed periodically in any revenue-office by patwaris or other officers charged with the preparation of village-records; or
- (d) sanads, inam title-deeds and other documents purporting to be or to evidence grants or assignments by Government of land or of any interest in land; or
- (e) notices given under section 74 or section 76 of the Bombay Land- Revenue Code, 1879, of relinquish- ment of occupancy by occupants, or of alienated land by holders of such land.

(2) All such documents and maps shall, for the purposes of sections 48 and 49, be deemed to have been and to be registered in accordance with the provisions of this Act.

91. Inspection and copies of such documents.— Subject to such rules and the previous payment of such fees as the State Government prescribes in this behalf, all documents and maps mentioned in section 90, clauses (a), (b), (c) and (e), and all registers of the documents mentioned in clause (d), shall be

open to the inspection of any person applying to inspect the same, and, subject as aforesaid, copies of such documents shall be given to all persons applying for such copies.

92. [Burmese registration rules confirmed.] Rep. by the Government of India (Adaptation of Indian Laws) Order, 1957.

Repeals

93. [Repeals.] Rep. by the Repealing Act, 1938 (1 of 1938), s. 2 and Sch.

THE SCHEDULE.—[Repeal of Enactments.] Rep. by s. 2 and Sch., *ibid.*

The Goa, Daman and Diu Registration Rules, 1965

Indian Registration Act 1908

In its application to the Union Territory of Goa, Daman and Diu

In exercise of the powers conferred by sections 22 and 69 of the Indian Registration Act, 1908, as extended to the Union Territory of Goa, Daman and Diu and all other powers enabling him in this behalf, the Inspector General of Registration of Goa, Daman and Diu has made the following rules which having been approved by the Lt. Governor of Goa, Daman and Diu, are hereby published for general information:—

1. Preliminary

1. Short title.— (1) These rules may be called the Goa, Daman and Diu Registration Rules, 1965.

(2) They shall come into force on the 1st day of November, 1965.

2. In these rules unless the context otherwise requires:—

(1) «Act» means the Indian Registration Act, 1908;

(2) «Addition» shall include, besides the other elements defined in sub-section (1) of section 2 of the Act, the marital condition of the person described;

(3) «Form» means a form appended to these rules;

(4) «Index» means an index mentioned in section 55 or rule 26;

(5) «Inspector» means an Inspector of Registration Offices appointed under section 8;

(6) «Register books» means the books kept under section 51 and includes additional register books opened under rule 7 and supplement to register book no. 1 opened under rule 8;

(7) «Schedule» means a schedule appended to these rules;

(8) «Section» means a section of the Act.

II. Languages Recognized

3. Languages in use in the District. — English, Hindi, and Marathi (written in the Devanagari Script) and Konkani (written in Roman or Devanagari Script) are deemed to be the languages to be commonly used in the District of Goa.

III. Territorial Divisions

4. Territorial Divisions for purposes of section 21. — The territorial divisions recognised for the purposes of sub-section (3) of section 21, shall be the district, sub-district, taluka, township, panchayat and village, wherein the immovable property affected by the document is situated.

IV. Office Hours

5. Hours of accepting documents ordinarily and in case of emergency. — (1) No document shall be accepted for registration at any registration office unless it is presented during office hours on a working day and at least one hour before the time fixed for the closing of the office.

(2) Notwithstanding anything contained in sub-rule (1) in cases of grave emergency, the registering officer may accept any document for registration at

his office or his private residence, or the private residence of same person other than himself, at any hour on any day. In all such cases, a Sub-Registrar shall at once report to the Registrar to whom he is subordinate, the fact of his having accepted a document for registration and the reasons for his doing so.

V. Books and Forms

6. Forms of register books. — The register books Nos. 1 to 5 required to be kept under section 51, shall be in Forms A, B, C, D and E, respectively.

7. Opening of additional register books for documents prepared on printed or lithographed forms and manner in which copies to be pasted. — (1) Special volumes of register books Nos. 1, 3 and 4 (in the rules referred to as the «additional register books») may be opened in any registration office, where documents prepared on printed or lithographed forms are presented for registration by the parties or are drawn up in the office. The additional register books shall be in the form of file books with numbered butts and shall be in the following form namely: —

(Space of binding)	Column 1 «Serial no. of document» (with notes of erasures, interlineations, blanks or alterations under rule 48)	(Space for pasting printed form)
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(2) The copy of each such document with endorsements thereon in the original required for entry in an additional register book shall be made by filling in blanks in the spare copy of the form of such document supplied by the parties or by the department and by copying the endorsements on the spare copy or on a separate sheet of paper, when necessary. Each sheet of such copy shall then be pasted on a separate numbered butt in the appropriate additional register book and the registering officer shall write his signature and the date, and shall affix the seal of the office, so that both signature and seal may be partly on each butt, so used and partly on the sheet pasted thereon.

(3) All documents entered in the additional register books shall be numbered in the same series as documents copied in the ordinary volumes of the register books. Whenever any document is transferred from the register book Nos. 1, 3 or 4 to the additional register book Nos. 1, 3 or 4, respectively, a brief note indicating the number of the document and the page of the additional register book at which such document has been pasted shall be inserted in the register book Nos. 1, 3 or 4, as the case may be, at the place where the document in question would have been copied, but for the transfer.

8. Supplements to register book no. 1 and file of copies and translations. — (1) Supplements to register book No. 1 shall be kept as follows;

Part I — (for the purposes of sections 64, 65, 66 and 67);

Part II — (for copies of maps or plans such as those mentioned in section 21);

Part III — (1) (for copies of certificates of sale of immovable property granted by Civil Courts and Revenue officers and such other officers as may be specified in this behalf by the Inspector General of Registration, from time to time);

(2) (For statements regarding land acquired under the Land Acquisition Act, 1894, received from the Collector);

Part IV — (For copies of orders under the Land Improvements Loans Act, 1883, and for copies of orders and mortgage instruments whereby immovable property is mortgaged for securing the repayment of a loan under the Agriculturists' Loans Act, 1884).

Part V — (For copies of instruments received under section 122 of the Maharashtra Co-operative Societies Act, 1960, as extended to the Union Territory of Goa, Daman and Diu).

(2) A separate file shall be kept for filing copies and translations of documents presented under sections 19 and 62, and another file shall be kept for the purposes of sub-rule (2) of rule 45. The copies, translations and certificates filed in these two

files, shall be connected by cross reference with the entries in the register books.

9. File of copies of «Tagavi» bonds. — A separate file styled «File of copies of Tagavi bonds» shall be opened for filing copies received under sub-section (1) or (3) of section 89.

10. Minute book and its use. — Every registering officer shall keep a minute book in Form F, and shall enter therein in his own hand, a short note of every case of suspension or deviation from ordinary procedure of acceptance for, and admission to, registration and shall also record therein notes of such other proceedings of cases as may, from time to time be specified by the Inspector General of Registration. Every such note shall be signed and dated by the registering officer;

Provided that a Registrar may delegate the duty of writing such note to a Sub-Registrar holding his office at headquarters of the Registrar, but shall sign the same himself. Such note shall be necessary: —

- (a) when a Registrar or Sub-Registrar impounds a document for insufficiency of stamp duty;
- (b) when a Sub-Registrar postpones registration pending receipt of sanction to the levy of fine;
- (c) when a Sub-Registrar refuses registration; (d) when a document is received out of office hours or at another place;
- (e) when a summons is issued for enforcing the attendance of the executant or other witnesses;
- (f) when a document is withdrawn;
- (g) when a document is returned for removal of ordinary impediments.

11. Day Book. — Every registering officer shall keep a Day Book in Form G.

12. Cash Book. — In every registration office there shall be kept a Cash Book in Form H. All fees received in respect of registration, grant of copies and authentication (or attestation) of powers-of-attorney

and all other fees, fines and moneys recovered by the registering officer, shall be brought to account in the Cash Book every day, and the registering officer shall sign the same in token of the correctness of the days total.

13. Register of powers-of-attorney. — Every registering officer shall keep a register of the powers-of-attorney authenticated or attested by him under section 33 in Form I. The entries in this register shall be made for each calendar year.

14. Forms of memoranda under sections 64 to 67. — The memoranda of documents required to be made under sections 64, 65, 66 and 67, shall be in Form J.

15. Manner of certifying and verifying pages of new register books and the simultaneous use thereof. — (1) Every officer shall certify under his signature on the title page of every register book issued by him, the number of pages actually contained in such book as required by sub-section (2) of section 16 and shall also note the date of issue thereon.

(2) Every registering officer on receiving a new register book shall count its pages and satisfy himself that their number tallies with that given in the certificate on the title page. If it so tallies, the registering officer shall certify to that effect on the title page and note thereon the date of the certificate. If the number does not so tally, he shall return the register book to the issuing officer for rectifying the error. The registering officer shall note on every register book received by him, the date of its receipt by him under his signature, and shall take up the books for use in order of their receipt;

Provided that when the volume of copying work is great, two or more volumes of register books Nos. 1, 3 and 4 may be used simultaneously. In such case, the use of the register books shall be regulated according to the regulations made by the Inspector General of Registration in this behalf.

(3) When a book is written up or completed, the registering officer shall examine it and certify at the end of the book that the paging is correct according to the certificate on the first page. If any discre-

pancy in the paging is found, he shall at once report it to the Registrar.

16. Numbering of volumes of register books. — The volumes of each register book shall be numbered in a consecutive series which shall not terminate with the year, but be carried on perpetually; and it shall not be necessary to commence a fresh volume of a register book at the beginning of a year.

VI. Safe Custody of Books, papers and documents

17. Manner of keeping of register books and records when not in use. — (1) The office of every Registrar and Sub-Registrar, shall be provided with shelves, presses or almirahs, sufficiently large to contain the register books and other records. All register books and other records and all papers and documents in the custody of a registering officer, other than documents kept by a Registrar in a fire-proof box shall, when not required during office hours, be kept in such shelves, presses or almirahs as the case may be.

(2) The complete records in the offices of the Sub-Registrar shall be kept at such places as the Inspector General of Registration may, from time to time, determine.

VII. Re-copying of Register Books

18. Manner of re-copying register books or portions thereof. — (1) A Registrar may, on the report of an Inspector or after personal inspection, by a written order direct under sub-section (5) of section 51 that any particular register book or portion thereof which is in danger of being destroyed or becoming wholly or partially illegible shall be re-copied;

Provided that where only a portion of an entry is in danger of being destroyed or becoming illegible, the registering officer shall direct that the whole entry including the true-copy certificate shall be re-copied.

(2) Every entry which is directed to be re-copied, shall be re-copied in the new register book in its entirety along with the true-copy certificate and each

entry so re-copied shall be carefully compared with the entry in the original register book. The registering officer shall then certify under his signature in the manner laid down in rule 50 that it is a true copy. A note of the Registrar's order directing the re-copying of the entry shall be made below the true copy certificate so re-copied.

(3) A note shall be made in the old register book, below each original entry which has been re-copied, showing the number of new register book and the number of the page of such book in which the entry has been re-copied.

(4) When an entire register book is re-copied, the new register book shall bear the same number as the old one. After the entries in the new register book have been compared with the entries in the old register book and the new register book is certified by the registering officer as aforesaid, the old register book shall be destroyed and a note about its destruction shall be made in the catalogue of records. Such note shall also show the number of the new register book in which the entries from the old register book have been re-copied.

(5) Where only a portion of the register book is to be re-copied, the new register book in which that portion is re-copied shall bear a fresh serial number, such as 1-A, 2-A, 3-A, 4-A or 5-A, as the case may be.

19. Register of partially re-copied register books. — A register containing the full particulars of the partially re-copied register books shall be maintained in Form K. Such register shall be preserved permanently.

20. Signing and dating of notes. — All notes made under the rules contained in this Part shall be signed and dated by the registering officer.

21. Repairing of damaged register books by use of butter paper. — If in the opinion of the Registrar any register book, which is wholly or partially damaged but the writing on which is clear and legible and which is less than 60 but more than 40 years old can be repaired by using butter paper, he may by an order in writing direct that such book or such

portion thereof as he thinks fit shall be so repaired instead of being re-copied as provided in rule 18.

VIII. Fines under Sections 25 and 34

22. Procedure to be followed by Sub-Registrar on receipt of an application under section 25 or 34. — When an application for a direction under sub-section (1) of section 34 is lodged with a Sub-Registrar, the Sub-Registrar shall, on payment being made to him of the maximum amount of time imposed by the Registrar under rule 24, at once proceed with the enquiry prescribed in sub-section (3) of section 34 and shall endorse on the document the particulars prescribed in section 58 in the manner shown in Form L, but the certificate under section 60 shall not be endorsed until the Registrar's direction under sub-section (1) of section 25 or the proviso to sub-section (1) of section 34 is communicated to the Sub-Registrar;

Provided that nothing in these rules shall be deemed to affect the powers of a Registrar to refuse such application.

23. Refund of fine. — Where the application for a direction lodged with the Sub-Registrar under sub-section (1) of section 25 or under the proviso to sub-section (1) of section 34 is refused by the Registrar, the whole amount of time paid by the applicant under rule 22 and where the amount of time imposed by the Registrar is less than the amount of time paid by the applicant under rule 22 the excess amount of time, shall be refunded to the applicant; Provided that when a direction is made under section 25 but the Registrar refuses to direct registration under the proviso to sub-section (1) of section 34, the time imposed under section 25 shall not be refunded.

24. Scale of fines under section 25 or 34. — The scale of fines to be imposed under section 25 or 34 shall be as follows, namely: —

(1) If the delay does not exceed one month — not exceeding 2½ times the proper registration fee;

(2) If the delay exceeds one month but does not exceed two months — not exceeding 5 times the proper registration fee;

(3) If the delay exceeds two months but does not exceed three months — not exceeding $7\frac{1}{2}$ times the proper registration fee;

(4) If the delay exceeds three months but does not exceed four months — not exceeding 10 times the proper registration fee.

Note. — This rule does not affect the Registrar's discretion to impose a smaller fine than the above maximum, under sections 25 and 34, in suitable cases.

IX. Indexes

25. **Language in which indexes to be prepared.** — Indexes shall be prepared in English.

26. **Forms of indexes under section 55.** — Indexes nos. I, II, III, IV, V and VI shall be made in Forms M, N, O, P, Q and R, respectively.

27. **Manner of preparing indexes.** — The names shall be indexed under the initial letter of the first name. All prefixes and suffixes denoting rank or occupation shall be put into brackets and shall not be taken into consideration for the purpose of preparing indexes in alphabetical order.

28. **Manner of indexing documents.** — (1) All documents executed by or on behalf of Government shall be indexed under «Government».

(2) A document executed under the authority of a power-of-attorney shall be indexed in the names of both the principal and the attorney. A document executed by a guardian on behalf of a minor shall be indexed in the names of both the minor and the guardian. A document executed by or on behalf of a Company or Corporation shall be indexed in the name of the Company or Corporation, as the case may be.

(3) In the case of certificates of sale, index no. I shall be prepared in the name of the judgment debtor.

29. **Manner of indexing entries of memoranda or copies filed under sections 64 to 67 and 89 (2), (4), (5) and (6).** — The index entries of memoranda or copies filed under sections 64, 65, 66, 67 and sub-sections (2), (4), (5) and (6) of section 89, and statements of land acquired under the Land Acquisition Act, 1894, shall be made in the same indexes and in the same manner as entries concerning documents entered or filed in register book No. 1.

30. **Date of registration to be entered in Indexes.** — In entering the date of registration in any of the indexes, the date entered on the certificate of registration under section 60 shall be taken to be the date of registration;

Provided that in the case of documents filed in Part I, III, IV or V of the Supplement to register book No. 1 or of copies filed under sub-section (1) or (3) of section 89, the date of their filing shall be taken to be the date of registration.

31. **Manner of preparing different Indexes.** — (1) When there are several executants of a deed, a separate entry shall be made under the names of each of them in proper alphabetical order in column 1 of indexes nos. I and V.

(2) Indexes nos. II and VI shall be prepared town/village-wise, one or more separate sheets being assigned to every town/village. In the case of such towns as a Registrar may in his discretion declare to be large towns, separate sheets shall be used for each Municipal division, ward, quarter or street.

(3) In the case of city surveyed areas, an additional index no. II shall be prepared in the special card form, namely, Part II of form N, a separate card being used for each city surveyed property.

32. **Binding of Indexes.** — (1) After the close of the year the Sub-Registrar should send the indexes of his office to the Registrar for being bound into volumes.

(2) Before forwarding his indexes to the Registrar, the Sub-Registrar should see that no errors are committed and in token of this, attach a certificate at the end under his signature and date, that he has

examined and compared the indexes and found them to be correct and without omissions. He should then number the pages of each volume and the number should be noted at the end under his signature and date.

(3) No bound volume of index should contain more than 500 sheets.

(4) Indexes, containing 50 sheets or less should not be bound but kept stitched in office. They should be bound together when they approximate 200 sheets, even if they pertain to more than one complete year. Those of Index nos. III and IV may be bound when they approximate 50 sheets.

33. Manner of filling in columns 5, 6 and 8 of Index no. III. — Columns 5, 6 and 8 of Index no. III in Form O shall not be filled in until it has been ascertained beyond dispute that the testator or donor, to whose will or authority to adopt the index entry relates, is dead. If the fact of such death is not ascertained till after the index in which the entry was made has been sent by the Sub-Registrar to the Registrar, the Sub-Registrar shall immediately forward to the Registrar, a statement of the particulars to be inserted in the said columns, and the Registrar shall thereupon cause the said particulars to be duly entered in the index so sent to him for filing in his office.

34. Manner of preparing index of register book no. 2. — At the end of every year an alphabetical index in Form S shall be prepared at the beginning of register book No. 2 of all the entries in such book.

X. Procedure of Registration

35. Form of presentation endorsement. — (1) The registering officer shall make endorsement as required by section 52, either by writing or impressing it on every document presented to him for registration, in the following form, namely: —

Presented at the office of the Registrar/Sub-Registrar of between the hours of and on the 19

(2) The Registrar or the Sub-Registrar may, by written order, delegate the duty of recording the endorsements under this rule to a Sub-Registrar or the principal ministerial officer of his office.

(3) Any instrument executed by or in favour of any officer referred to in sub-section (1) of section 88 may be presented for registration to the registering officer under a covering letter from such officer issued in his official capacity.

36. Manner of filling in Day Book. — (1) On receipt of a document for registration, a registering officer shall fill in the first three columns of the Day Book in form G and then proceed to recover the proper registration fees payable in respect of the document.

(2) The serial number under which a document is entered in the Day Book shall be endorsed on the document above the endorsement made under rule 35.

37. Manner of calculating copying fees. — In calculating copying fees, in the case of documents copied by hand a part of a folio shall be counted as a whole folio. When a document is short and the copy thereof is likely to cover less than a page of a register book, the whole number of words shall be counted. In other cases, the number of folios may be counted by multiplying the average number of words in five different lines in different parts of the document by the number of lines in the document (fraction of a word being counted as a word) and dividing the result by one hundred;

Provided that the transcription made under rule 46 shall not be taken into account in calculating the copying fees.

38. Form of receipt to be passed. — (1) A registering officer shall pass a receipt in form T whenever a document is presented for registration or deposit or whenever payment of any fees or fine or other amount is made to him.

(2) A registering officer visiting a private residence or jail under the proviso to section 31, sub-section (3) of section 33 or sub-section (2) of

section 38, as the case may be, on being paid his travelling expenses, shall pass a similar receipt.

39. Form of fee endorsement. — (1) On receipt of the fees, the registering officer shall endorse on the document the following note, namely: —

Received fees for —	Rs. Ps.
Registration	
Copying (folios)	
Copying endorsements	
Postage	
TOTAL	Rs.

A. B.

Registrar or Sub-Registrar

(2) When the fees for any other items specified in the form «T» are levied, these items shall be noted in manuscript.

40. Certain requirements to be verified before accepting a document for registration. — (1) Before accepting any document for registration, a registering officer may not concern himself with its validity, but shall ascertain: —

- (a) that it is properly stamped;
- (b) that it is presented within the prescribed time and in the proper office;
- (c) that it was presented by a competent person;
- (d) if it relates to immoveable property, that it is not open to objection under section 21 or 22;
- (e) if any document is in a language which he does not understand, that the provisions of section 19 are complied with;
- (f) that any interlineations, blanks, erasures or alterations appearing in the document are attested by the signature or initials of the person or persons executing the same as required by section 20;
- (g) that the dates of execution of the document, if written according to more than one calendar, tally with each other.

(2) If on presentation of the document, the fees prescribed under section 78 are not paid on demand,

the registering officer shall refuse to register the document.

41. Withdrawal when allowed. — A registering officer may, before the admission of any of the executants is recorded, at the request in writing of the party presenting the document for registration, allow him to withdraw the same.

42. Procedure when a document is not properly stamped. — (1) When a document, which is not duly stamped, is presented for registration, and the registering officer impounds it under the Indian Stamp Act, 1899, he shall not forward the document to the Collector until the executant or executants appear before him for the purpose of enquiry under section 34 or until the expiration of the period of 4 months specified in section 34, whichever is earlier. The endorsements under rules 35 and 39 and section 58 shall be made on the document before it is sent to the Collector but it shall not be copied or certified as registered until it has been returned to the registering officer with the Collector's certificate that the proper stamp duty has been paid thereon.

(2) If a document is impounded under the Indian Stamp Act, 1899, the registering officer shall record a statement immediately below the endorsement made under rule 35 that such document is impounded under section 33 of the Indian Stamp Act, 1899, and shall sign such statement.

(3) The Registrar or the Sub-Registrar may, by order in writing, delegate the duty of recording the statement under sub-rule (2) to his principal ministerial officer or any other suitable person of his office.

43. Mode of writing endorsements and certificates when blank space is insufficient. — (1) Every document admitted to registration shall provide a blank space for writing endorsements under sections 52 and 58 and the certificate under section 60. If, in any case, the blank space on a document is insufficient for writing endorsements, an extra piece of blank paper shall be firmly gummed on or attached to it, so as not to overlay any of the matter originally written in the document and the registering officer

shall make each of the said endorsements and certificate partly on the document itself and partly on the piece of paper so gummed on or attached.

(2) When an extra piece of paper is stitched to the document, or where a document is written on more pages than one, the registering officer shall affix his seal on each joint.

44. Procedure on admission of document to registration. — (1) If a registering officer does not, on the face of it, see any objection to accepting a document for registration, he shall proceed with the enquiry under section 34 and if the document is admitted to registration, the endorsements under section 58 and the certificate under section 60 shall be made in the manner shown in Form L.

(2) The registering officer shall not endorse an admission of receipt of consideration unless the admission is voluntarily made.

(3) If a person executing a document admits that he has executed it, but denies receipt of consideration either in whole or in part, the registering officer shall not refuse to register the document on that account, but shall make a note of such denial in the endorsement.

(4) When a registering officer is acquainted either with the person admitting execution of a document or with the witness to his identity, he shall make a note in the endorsement to that effect. If the registering officer is not acquainted with the executant and no witness with whom the registering officer is acquainted is produced to identify the executant, the registering officer shall either —

(a) examine any two witnesses, produced by the executant to prove his identity; or

(b) examine on oath the executant and one witness produced by the executant to prove the registering officer as an executant of a document is in the military employment of Government or bears an identity card passed by the Government of Goa, Daman and Diu or is a Public servant bearing his personal identity card, the registering officer shall, if

such person produces his identity card duly certified and bearing his photograph, accept it as sufficient proof of his identity, unless the registering officer has ground to believe that the identity card is not genuine. If the identity card is accepted as such proof, the registering officer shall endorse on the document the number of the identity card and the designation of the authority purporting to have signed and certified it.

45. Description of property. — (1) Documents relating to immovable property shall when describing the property do so —

(i) in areas which are notified by the Government as areas in which survey has been completed, by reference to the survey number;

(ii) in other areas by reference to

(a) the registration number of the property in the Revenue Department (Matriz) and

(b) whenever the property is described in the Land Register («descriçao predial») that number; and

(iii) in all these cases a complete and actual description of the property shall be given along with the above mentioned number or numbers.

(2) Further if the property is not described in the Land Register the party shall produce a certificate proving such omission and that certificate shall be filed in a special file to be maintained in each Registering office.

46. Manner of copying stamp vendor's endorsements on register books and copies prepared under sections 64 to 67. — When a document admitted to registration is being copied in the appropriate register book as required by section 52, the value of the stamp and the stamp vendor's endorsement shall be transcribed at the beginning of the copy in such book and also on the copies prepared under sections 64 to 67.

47. Items to be copied in certain columns of register books nos. 1, 3 and 4. — The following items shall

be copied in column 2 of register books Nos. 1 and 4 and in column 3 of register book No. 3, namely. —

- (1) the serial number endorsed on the document under rule 36;
- (2) the presentation endorsement referred to in rule 35;
- (3) the fee endorsement under rule 39;
- (4) the endorsements under sections 52, 58 and 59;
- (5) the inscription endorsement under rule 69;
- (6) the certificate under section 60, in the order in which they appear on the document.

48. Manner of noting interlineations, etc., and writing marginal notes. — (1) Any interlineation, blank, erasure, or alteration in a document presented for registration and in the endorsements made on it shall be copied into the relevant register book exactly as they appear in the document and in the endorsements.

Marginal notes explaining such interlineation, blank, erasure or alteration shall be written in column 1 of the relevant register book in the following manner, namely: —

(a) in the case of an interlineation, or alteration a single mark «X» in red ink shall be made over it and a similar mark «X» in red ink shall be made in column 1, against it and the word «sic» shall be written in the said column after such mark;

(b) In the case of an erasure of blank, two marks «XX» in red ink, one at each end of such erasure or blank shall be made and similar mark shall be made in column 1, against it and the word «erasure» or «blank», as the case may be, shall be written after such marks. All such notes shall be attested by the initials of the registering officer.

(2) The same procedure shall be adopted in the case of copies granted under section 57 or those forwarded under sections 65, 66 and 67.

49. Manner of copying endorsements in case of documents running on more than one page. — If the copy of a document occupies more than one page of a register book, the endorsements on the documents shall be copied once only, with the exception of the serial number, which shall be repeated on every page.

The endorsements shall in no case be copied alongside of the copy of any document other than that to which they relate. If in the case of any document, copies of the endorsements in column 2 of a register book extend lower down than the space occupied by the copy of the document in the column in which the document is copied, the blank space left in the last named column shall be cancelled by cross lines in ink being drawn over it.

50. Comparing and attestation of entries in register books, endorsements of copying, reading and comparing how to be made, manner of noting and attesting interlineations, etc., delegation of duties of attesting copies of documents, etc., by Registrars and Sub-Registrars. — (1) When the copy in a register book has been completed, it shall be carefully compared with the original and the copyist, the reader and the comparer shall, respectively, endorse below the copy the words «copied by me», «read by me» and «compared by me» and shall attach their respective signatures thereto;

Provided that where there is no separate reader and the comparing is done by the Sub-Registrar himself by «eye method» it shall not be necessary to make the endorsement «read by me».

(2) The registering officer shall then certify under his signature that it is a true copy.

(3) All interlineations, blanks, erasures, and alterations made at the time of copying shall be bracketed in red ink, attested by the registering officer on each side, consecutively numbered in red ink, and classified under the categories: interlineations, blanks, erasures, and alterations.

(4) The form of certificate shall be as illustrated below: —

«True copy»

Number of mistakes: 8 (eight).

(1) and (7) interlineations; (2), (3) and (6) blanks; (4) and (8) erasures; (5) alteration (initials of the registering officer).

(Signed) A. B.

Registering officer

- (5) The Registrar or the Sub-Registrar may, by written order, delegate the duty of recording the endorsements to his principal ministerial officer or any other suitable person of his office.
- (6) The true copy certificate shall, in the case of copies given under section 57 from the central office of record, be signed by the Sub-Registrar at headquarters.

51. Procedure in case of re-registration. — In case of re-registration under section 24, the document shall be copied into a register book in extenso, and shall be given the next serial number;

Provided that a note in red ink indicating the number of the volume of the register book and the page at which it is re-registered shall be made in the register book on the first copy of the document in column 2 of register book Nos. 1 and 4 and in column 3 of register book No. 3 below the signature of the registering officer, and such note shall be dated and signed by the officer who re-registers the document. The presentation endorsement specified in rule 35 shall be made on representation.

52. Registration in wrong office, how set right. — When a Sub-Registrar registers a document relating to immovable property not situated within his own sub-district, but in that of another sub-district, he shall, on noticing the mistake, direct the person who presented it, to present it again in the proper office.

53. Procedure when document is presented for registration in duplicate. — Copies or memoranda under sections 64 to 67 in respect of duplicates not to be sent. Indexes of duplicates not to be made. Mode of filing copies of maps or plans accompanying duplicate. — (1) When a document is presented for registration, with its duplicate or duplicates, the endorsement shall be made under sections 52, 58 and 59 shall be endorsed on the original as well as on the duplicate or duplicates. Copy of the original document shall be made in the appropriate register book, the duplicate or duplicates thereof shall not be so copied;

Provided that a note stating the number of duplicates presented along with the original shall be made below the entry of the original in the register book. The contents of a certificate of registration presented under section 60 shall be the same for the original, as well as for the duplicate or duplicates.

(2) A copy or memorandum required to be forwarded under sections 64 to 67, shall not be forwarded in respect of the duplicate or duplicates but in respect of the original only. A note of the number of duplicates presented along with the original shall be made below the true copy certificate in the case of a copy and in the «Remarks» column in the memorandum.

(3) Indexes shall be prepared in respect of the original only.

(4) If a document is accompanied by a map or plan, the duplicate or duplicates of such documents shall each be accompanied by a copy of the map or plan. The copy of the map or plan accompanying the original shall alone be filed in Part II of the Supplement to register book No. 1. Copies of maps or plans relating to the original only and not to the duplicate or duplicates shall be forwarded to registering office under sections 65 to 67.

54. Endorsement on copies of maps and plans received under section 21 and below true copies of documents concerned. Endorsements to be signed and dated. Attestation of copies of maps or plans by executive. — (1) On the copy of every map or plan, received under section 21, the registering officer shall make the following endorsement, namely: —

«Copy of map or plan accompanying the document registered at number ... at page ... volume ... of register book no. 1».

The registering officer after entering the copy of the map or plan in Part II of the Supplement to register book no. 1 shall make a note in the register book no. 1 below the true copy certificate of the document to which it belongs, as follows: —

«Copy of map or plan accompanying is entered at page ... of volume ... of Part II of the Supplement to the Register book no. 1».

(2) These endorsements shall be dated and signed by the registering officer.

(3) The copies of maps or plans shall be attested by the signature of the person executing the document or their authorized agents.

55. Return of documents to parties in person and by post. — (1) When after the registration is completed and the document is returned under section 61, the registering officer shall obtain the signature of the recipient in the Day Book in Form «G» in acknowledgement of the receipt of the document. The receipt given under section 52 and produced by the recipient shall then be returned to the recipient after the date of the return of the document is endorsed thereon and the endorsement is initialled by the Registrar or Sub-Registrar or by their principal ministerial officer or any other suitable person of their office.

(2) When a person presenting a document for registration signifies a wish that the document should be returned to him by post, receipt given to him under section 52 shall bear an endorsement that the document will be returned by post and such endorsement may be initialled as provided in sub-rule (1). The document shall, when it is returned under section 61, be returned in a registered cover with a form of acknowledgement. The registration receipt granted by the post office and the acknowledgement of the recipient, when received, shall be separately filed and their numbers shall be noted in column 13 of the Day Book.

56. Documents which are kept separate. List of unclaimed documents to be hung up. Notice to presenter or his nominee, if any, for unclaimed documents and manner of sending it. — (1) Documents of which registration is not complete and registered documents pending delivery, shall be kept separate.

(2) A list of documents which have been registered, and have remained unclaimed for more than one month from the date of completion of registration, shall be hung up to public view in Form «S» in the office of every registering officer.

(3) If a document remains unclaimed for one calendar month after its registration, or after registration of the same has been refused, the registering officer shall, on the day following the last day of such month, issue a notice in Form «V» to the person who presented the document or his nominee, if any, informing him that if it be not claimed within a further period of one month from the date of the notice, an extra fee at the rates prescribed in the Table of Fees prescribed under section 78 shall be leviable before such document can be delivered to him. Such notices shall be sent by post.

57. Contents of copy of reasons under sections 71 and 76. — The copy of reasons required to be given to an applicant under sections 71 and 76 shall be a copy of the entries in register book no. 2 relating to the document of which registration has been refused.

58. Copy of order passed by Registrar on appeal or application to be sent to Sub-Registrar and manner of copying it in register book No. 2. — A copy of every order passed by a Registrar on appeal or application shall be sent to the Sub-Registrar against whose decision the appeal or application was made, and the substance of the order, with a brief statement of the reasons therefor, in case of refusal, shall be copied by the Sub-Registrar in column 5 of the register book No. 2.

XI. Returns and Accounts

59. Remission of fees. — Every registering officer shall maintain a Cash book. All moneys received should be entered then and there in the book and attested by the Head of the Office in token of receipt. The receipts issued to the parties for moneys received should be collected and the receipt numbers should be entered in the Cash book.

60. Manner of remission of fees into Treasury. — The amount collected should be remitted to the nearest Treasury or the State Bank of India, as the case may be, on the day of collection, and if this is not possible on the next following day. Money should be credited by a chalan. Credit of the money

into the bank or Treasury should be recorded in the cash book on the payment side and the chalan number should be entered against it. The receipted chalan should be kept in a separate file.

61. Dates of closing accounts.—The registering officers shall close their accounts on the date on which the Treasury, in which the fees are remitted by them, closes its accounts each month.

62. Submission of monthly work statement by Registrar and Sub-Registrars.—Every Sub-Registrar shall, on the last day of each month, submit to the Registrar, to whom he is subordinate, a monthly return in Part I of Form «W» and every Registrar shall, on or before 5th day of each month, submit to the Inspector General of Registration, a monthly return in Part II of Form «W» on the basis of the monthly return submitted to him by the Sub-Registrars.

XII. Authentication and Attestation of Powers of Attorney
63. Forms of authentication and attestation of powers-of-attorney.—(1) The registering officer shall authenticate the powers-of-attorney under sections 33 in Form «X».

(2) The Registering officer shall attest the powers-of-attorney under section 33 in Form «Y».

(3) The consecutive number under which the power-of-attorney is entered in the register in Form I and the fee charges shall be noted on the power-of-attorney.

XIII. Issue of Commissions

64. Forms of issuing commissions.—Commissions issued under section 33 or 38 and the returns thereon shall be recorded in a separate file. The Commissions shall be issued in Form «Z».

XIV. Refund of fees

65. Register of refunds.—Every registering officer shall maintain in Form AA a register of refunds.

XV. Withdrawal of sealed covers

66. Procedure in case of withdrawal of sealed covers.—When an application is made for the withdrawal of a sealed cover under section 44, the Registrar shall, before delivering the cover under the said section, take back the receipt given under rule 38 when the cover was deposited and file it. The signature of the recipient shall also be taken in the last column of register book no. 5.

XVI. Grant of Copies, Searches, Inspections, etc.

67. All applications to be in writing and to comply with the Indian Stamp Act, 1899 and to be numbered and filed.—(1) All applications for copies, searches, inspections or for any other purposes required to be made under the Act or these rules shall be made in writing to a registering officer and every such application shall be numbered and filed by the registering officer.

(2) The registering officer shall not accept any application unless it complies with the provisions of the law relating to stamps for the time being in force.

XVII. Destruction of Documents

68. The form of notice in case of unclaimed documents to be destroyed and the procedure thereafter. Note of destruction where to be recorded.—(1) A registering officer shall issue a notice in Form AB when a document, the destruction of which is authorized by section 85, remains unclaimed for a period exceeding two years from the date of registration or refusal to register it or the date on which the proceedings in respect of its registration were adjourned for the last time. After the expiration of the period of notice, the Sub-Registrar shall send the document to the Registrar to whom he is subordinate for destruction and the Registrar shall communicate to the Sub-Registrar the date on which it was actually destroyed.

(2) In case of destruction of registered documents, a note recording the destruction shall be entered in the appropriate register book at the foot of the copy of the document. In cases of documents registered of which is refused, the note shall be recorded in Column 4 of register book No. 2.

XVIII. Transitional

69. Until a direction to the contrary is given by the Inspector General of Registration, a registering officer shall at the time of registering any transfer of immovable property, which has been described under the «Codigo de Registo Predial» endorse on the document whether the transferor's name has been inscribed as the owner of the property in question and a note as to the nature of the endorsement shall be in the entry in the index relating to that transaction.

P. B. Venkatasubramanian, Inspector General of Registration.

Panjim, 1st November, 1965.

TABLE OF FEES

Indian Registration Act, 1908

The following table of fees prepared by the Government of Goa, Daman and Diu, in exercise of the powers conferred by section 78 of the Indian Registration Act, 1908, (XVI of 1908) in its application to the Union Territory of Goa, is hereby published as required by section 79 of the said Act:—

A—Table of Fees

I. (1) This Article shall apply to those documents on which registration fee is leviable on an *ad valorem* scale on the amount or value of the consideration or of the property to which the document relates.

(2) The registration fee on the following documents shall be levied on an *ad valorem* scale on the amount or value of the consideration:—

Acknowledgement (not being of the nature described in Article III), Agreement for consideration (see Note 6), Annuity Bonds (see Note 5), Award, Bond, Bill of Exchange, Bill of Sale, Lease (see Notes 4 and 7), Instrument of Assignment, Conveyance, Mortgage (see Notes 1 and 2 below), Release for consideration (not being of the nature described in Article III), Sale, Transfer, any certified copy of a decree or order of Court.

(3) The registration fee on the following documents shall be levied on an *ad valorem* scale on the amount or value of the property:—

Composition-Deed, Gift, Partition (see Note 3 below), Partnership-Deed, Settlement, Declaration of Trust, Release other than one falling under (2) above or Article III.

(4) The *ad valorem* scale shall be:—

(a) If the amount or value of the consideration or of the property to which such instrument relates, is wholly expressed therein;

	Rs. P.
When the amount or value does not exceed Rs. 125	1-25
When the amount or value exceeds Rs. 125 but does not exceed Rs. 250	2-50
When the amount or value exceeds Rs. 250 but does not exceed Rs. 500	5-00
When the amount or value exceeds Rs. 500 but does not exceed Rs. 750	7-50
When the amount or value exceeds Rs. 750 but does not exceed Rs. 1000	10-00
When the amount or value exceeds Rs. 1000 but does not exceed Rs. 1250	12-50
When the amount or value exceeds Rs. 1250 but does not exceed Rs. 1500	15-00
When the amount or value exceeds Rs. 1500 but does not exceed Rs. 1750	17-50
When the amount or value exceeds Rs. 1750 but does not exceed Rs. 2000	20-00
When the amount or value exceeds Rs. 2000 but does not exceed Rs. 2500	22-50
When the amount or value exceeds Rs. 2500 but does not exceed Rs. 3000	25-00
When the amount or value exceeds Rs. 3000 but does not exceed Rs. 3500	27-50
When the amount or value exceeds Rs. 3500 but does not exceed Rs. 4000	30-00
When the amount or value exceeds Rs. 4000 but does not exceed Rs. 4500	32-50
When the amount or value exceeds Rs. 4500 but does not exceed Rs. 5000	35-00
For every Rs. 1000 or part thereof in excess of Rs. 5000	3-50

(b) If such amount or value is only partly expressed, the same *ad valorem* fee as above on the amount or value which is expressed and an additional fee of Rs. 10/-;

(c) If such amount or value is not expressed at all, a fixed fee of Rs. 50/-;

Note 1.—Where property subject to a mortgage is sold to the mortgagee the difference between the purchase money and the amount of the mortgage in respect of which fee has already been paid shall be considered as the amount of consideration for the deed of sale, provided the mortgage-deed is proved to the satisfaction of the registering officer to have been duly registered and the fact of such registration is noted in the deed of sale. When there is no difference between the purchase money and the amount of mortgage, the fee leviable shall be Rs. 1-25 P.

Note 2.—The fee leviable upon a document purporting to give collateral auxiliary or additional or substituted security, or security by way of further assurance, where the principal

or primary mortgage is proved to the satisfaction of the registering officer to have been duly registered shall be the same as for the principal or primary mortgage, if the same does not exceed Rs. 10/-, otherwise it shall be Rs. 10/-.

Note 3.—In the case of an instrument of partition, the value of the separated share or shares on which stamp duty is leviable shall be deemed to be the amount or value of the property to which such instrument relates.

Note 4.—In the case of leases, the amount or value of the consideration, on which the *ad valorem* fee is to be assessed, shall be as follows:—

- (1) Where the rent is fixed The fee will be assessed on and no fine or premium is paid or money advanced, then, if the lease is granted—

- (a) for a period less than the lease. The total sum payable under the lease.
- (b) for a definite period. The average annual rent reserved.
- (c) for an indefinite period. The average annual rent which would be payable for the first ten years if the lease is continued so long.

- (d) in perpetuity One-fifth of whole amount of rents which would be payable in respect of the first fifty years of the lease.

- (2) Where no rent is fixed but the lease is granted in consideration of a fine or premium or money advanced only. The amount of such fine or premium or money advanced.

- (3) Where the lease is granted for a fine or premium or money advanced in addition to rent reserved. The amount of fine or premium or money advanced in addition to the fee which would be payable on such lease if no fine or premium were paid or money advanced.

N. B.—If a lease be given to a cultivator and the counterpart of such lease be registered in the same office and on the same day as the lease, the fee chargeable in respect of the two documents shall not be greater than the fee which would have been charged on the lease alone.

Note 5.—In case of an instrument executed to secure the payment of an annuity or other sum payable periodically, or where the consideration for a conveyance is an annuity or other sum payable periodically, the amount or value of the

consideration on which the *ad valorem* fee is to be assessed, shall be as follows:—

Where the sum is payable— The fee will be assessed on—

- (a) for a definite period. The total amount to be paid during the period.
- (b) in perpetuity or for an indefinite time not terminable with any life in being. The total amount payable during the first twenty years calculated from the date on which the first payment becomes due.
- (c) for an indefinite time terminable with any life in being at the date of such instrument or conveyance. The total amount payable during the first twelve years calculated from the date on which the first payment becomes due.

Note 6.—In the case of service bonds and agreements for the hire of movable property, the amount or value of the consideration, on which the *ad valorem* fee is to be assessed, shall be as follows:—

If the service bond or agreement is granted— The fee will be assessed on—

- (1) for a period of a year or less. The total amount payable under the service bond or agreement.
- (2) for a definite period exceeding one year. The average annual amount to be paid during the period.
- (3) for an indefinite period. The average annual amount to be paid during the first ten years.

Note 7.—If in any case the rent, remuneration or hire is payable partly in money and partly in kind, and the money value of the portion payable in kind is not expressed, the fee shall be charged at twice the amount of the *ad valorem* fee chargeable in respect of the amount payable in money, e. g. If the *ad valorem* fee chargeable on the amount payable in money is Rs. 4/-, the total fee leviable in respect of the document would be Rs. 4/- on the money value + Rs. 4/- for the payment in kind. And if the rent or remuneration is payable entirely in kind, and the money value thereof is not expressed, a fixed fee of Rs. 10/- will be charged.

Note 8.—The fee on any instrument comprising or relating to several distinct matters shall be the aggregate of the fees with which separate instruments, each comprising or relating to one of such matters, would be chargeable.

Note 9.—An instrument so worded, as to fall under the category of two or more kinds of documents, shall, when the fees chargeable thereunder are different, be charged with the highest of such fees.

Note 10. — (1) In the case of documents purporting or operating to effect a contract for the sale of immovable property, and:

- (a) not containing a recital that the possession of the property has been delivered to the person contracting to buy, an *ad valorem* fee on the amount or value of the purchase money subject to the maximum of Rs. 3-25 P. shall be charged on the document. A document purporting or operating to effect a sale of the said property executed in pursuance of the said contract shall be subject to an *ad valorem* fee on the amount or value of the purchase money;
- (b) containing a recital that the possession of the property has been delivered to the person contracting to buy, an *ad valorem* fee on the amount or value of the purchase money shall be charged on the document. The document purporting or operating to transfer by way of sale the said property executed in pursuance of the said contract shall be treated as a supplementary document and shall be subject to an *ad valorem* fee on the amount or value of the purchase money subject to a maximum of Rs. 3-25 P.

(2) Except as otherwise provided in this Article, the provisions of clause (1) shall, so far as may be, apply to documents which purport to be or to operate as agreements for the transfer of any right, title or interest in immovable property, otherwise than by way of sale, and to documents which purport to operate to effect such transfers and are executed in pursuance of such agreements.

Note 11. — No fee shall be payable in respect of the registration of a document relating to immovable property which has already been registered in a wrong registration office and on which proper fee has been paid under this Article.

Note 12. — No fee shall be chargeable on mortgage deeds executed by Government servants in Civil or Military service for securing repayment of advances received from any Government for the purpose of constructing or purchasing dwelling houses for their own use.

II. For the registration of a surrender of a lease. — The same fee as for the lease surrendered, if the same does not exceed Rs. 10/-, otherwise Rs. 10/-.

III. This Article shall apply to documents on which fee shall be calculated according to the *ad valorem* scale in Article I subject to a certain maximum.

Registration fee calculated according to the *ad valorem* scale subject to a maximum of Rs. 10/- shall be levied on the following documents: —

Document which acknowledges merely the payment of the consideration for some other document which is also registered; Document which acknowledges the receipt of the consideration expressed in a previous registered document but not paid at the time of the execution of such document, where full *ad valorem* fee has, under Article I, been levied in res-

pect of such previous document; Reconveyances and releases executed on the extinction of liens in mortgages which are previously registered and on which full *ad valorem* fees have been levied; Documents acknowledging the receipt of instalments on account of mortgages which are registered and on which full *ad valorem* fees have been levied; Revocation of Trust or Settlement (see Note 1 below); Duplicate or duplicates presented for registration with the original document or documents on the same day; Duplicate or Duplicates not presented for registration with the original document or documents on the same day but on which reference to registration of the original document or documents is quoted; Release executed in pursuance of some other document on which full *ad valorem* fee in Article I has been paid (see Note 2 below).

Note 1. — The revocation of Trust or Settlement mentioned in this Article is one executed in pursuance of a power to revoke reserved in the original registered deed of Trust or Settlement and a partial revocation of Trust or Settlement executed otherwise than in pursuance of such power.

Note 2. — Release executed in pursuance of another document includes release by trustees in favour of beneficiaries and vice versa, release by settlor in favour of settlors, release by benamidar in favour of real owners and documents of a similar nature.

Note 3. — In case of a release the amount or value of the interest on claim released will always be than the amount or value of the property over which the claim is released. In such cases if the amount or value of the consideration for the release is not shown, the registration fee shall be levied according to the *ad valorem* scale in Article I but subject to a maximum of the amount of fee chargeable under Article 1(4)(c).

IV. This Article shall apply to documents on which fixed fee is to be levied.

A fixed registration fee of Rs. 10/- shall be levied for the registration of the following documents: —

Power of Attorney, Writing of Divorcement, a Certificate of Heirship, Guardianship, Administratorship, or Executorship, a Notice of pendency of a suit or proceeding referred to in section 52 of the Transfer of Property Act, 1882, Revocation of Trust or Settlement (see Note 2 below); Dissolution of Partnership, Agreement of Pre-emption in a partition deed or in a lease, Appointments of property, Adoption deed, Declaration of Trade Marks, Declaration, Agreement of Easement where amount or value of consideration is now shown, Documents which do not fall within any other Article of the Fee Table.

Note 1. — Where an *ad valorem* fee on the property to which such Trust-deed relates has once been paid on the registration of a deed appointing a body of Trustees for the management of any property, and a subsequent deed appointing one or more Trustees in addition to or in place of some

of those appointed as above is presented for registration, such subsequent deed shall be liable to the fixed fee of Rs. 10/- under this Article.

Note 2.—The revocation of Trust or Settlement mentioned in this Article is one where a previously registered Trust or Settlement is wholly revoked otherwise than in pursuance of a power to revoke reserved in the original deed of Trust or Settlement.

Wills and Authorities to adopt

	Rs. P.
V. For registration of a will when presented open, or of an Authority to adopt or a Cancellation of a Will	10-00
VI. For deposit of a sealed cover containing a Will	10-00
VII. For opening of a sealed cover except one opened under section 46 of the Act	10-00
VIII. For withdrawal of a sealed cover	10-00

Besides the expenses of copying the subscription or contents according to the rate laid down in Article XII.

Re-Registrations of Documents

IX. For the re-registration of a document under section 24 of the Act.—The same fee as for the registration of such document.

Search and Inspections

	Rs. P.
X. (1) For the first year for each entry in respect of each party for which search or inspection of the Register of books or Indexes is made	2-50
For every additional year for each such entry	0-65

Besides a fee of Rs. 5/- for inspection or search of each special Index of city surveyed properties whereover maintained.

(2) If, in an application to the registering officer for a copy of an entry the names of the claiming and executing parties, the nature of the document, and the year and place of registration are shown, the fee for search shall not be levied.

Note.—Search fee shall be charged per year in respect of search or inspection of Register books or Indexes taken by a party, in respect of each property, on application, irrespective of the number of entries, but in respect of an application for a copy of an entry for which search is taken by the registering officer.

tering officer, the search fee shall be charged per year, per entry, per property.

(3) Government officers requiring to search or inspect the Register books or Indexes for bona fide public purposes shall be exempt from the payment of fees.

	Rs. P.
XI. (1) For copying documents in the Register books, besides the registration fee, for each folio or fraction of a folio of 100 words	0-40
(2) For copying endorsements on documents other than the transcription of the stamp vendor's endorsement:—	

(a) In all cases (other than Wills presented after the death of a testator), a fixed fee of	0-80
(b) In the case of Wills presented after the death of a testator, a fixed fee of	1-25

Note.—No fee shall be payable in respect of duplicate or duplicates of a document presented for registration along with the original or on which registration reference to the original document on which *ad valorem* fee is paid is quoted.

	Rs. P.
XII. For comparing printed copies of printed documents presented for registration for each folio or fraction of a folio of 100 words	0-03
For filling each such copy	1-00

Note.—When a notice of pendency of a suit or proceeding drawn up in a standard printed form, is presented for registration, no fee for comparing printed copies of printed documents shall be levied but only fee for filling it under this Article shall be levied.

	Rs. P.
XIII. For making or granting copies of entries and documents for the benefit of any person, or to be forwarded to any office under sections 65, 66 and 67, or for making or granting copies of reasons for refusal by a Registrar under section 76, for each folio or fraction of a folio of 100 words	0-40

Note.—No fee for making copies of documents to be forwarded to any officer under sections 65, 66 and 67 shall be payable in respect of a duplicate or duplicates of a document presented for registration along with the original.

	Rs. P.
XIV. For granting copy of map:—	
Provided that the arrangement for, and the cost of making such copy shall be made and borne by the person who applies for it	1-00
XV. Government officers requiring copies of entries, documents, or maps bona fide public purposes shall be exempt from the payment of fees.	

Extra or Additional fees

Rs. P.

XVI. For registration of any document by a Registrar under section 30(1)	6-00	in addition to ordinary fee.
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Note.—When the registration of any document properly registrable by a Sub-Registrar is performed by the Registrar to whom he is subordinate, owing to the former being a party to the transaction represented by such document, or owing to the Sub-Registrar's ignorance of the English Language in which a document is written and presented to him unaccompanied by a true translation and true copy, the extra fee will not be charged.

XVII. For the issue of commission under section 33 or 38.	Rs. P.
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(a) If the person is physically unable to attend office or is confined to jail	6-25
(b) Otherwise	15-00

XVIII. For filling translation under section 62	2-50
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Note.—The fee under this Article is not leviable when a document written in English is presented before a Sub-Registrar ignorant of the language and is accompanied by a true copy and true translation of the document.

XIX. Attendance at a private residence or jail.	Rs. P.
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(1) For every attendance at a private residence under sections 31, 33 and 38	10-00
(2) For every attendance at a jail under sections 31, 33 and 38	5-00

Note 1.—One single fee shall be levied irrespective of the number of documents of which business is transacted, provided that a person, who is entitled to exemption from attending the registration office, was a party to each such document.

Note 2.—The Inspector General of Registration may, this Article in cases in which it appears to him that the levy of such fee would be productive of hardship.

Note 3.—For every attendance at a private residence of a nurse or female assistant, if required to accompany a Registering Officer to take the thumb impression of one or more female executants who are pardanashins an extra fee of Rs. 6-50 shall be charged irrespective of the number of documents registered at such private residence

XX. For the safe custody and return of any document presented for registration and not claimed by a person entitled to claim it (vide sub-	Rs.
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section (2) of section 61 of the Act) within one month from the date of the prescribed notice for every day in the second month from the date of notice until such document is claimed

0-05

Do. do. in the third month

0-20

Provided, however, that the maximum fee payable under this Article for each document so returned shall be Rs. 7-50 P.

Provided also that a Registrar may, in his discretion, remit whole or in part fees leviable under this Article by himself or by a registering officer subordinate to him in cases in which it appears to him the levy of such fees would be productive of injustice or hardship.

Memorandum, Attestation, Summons and Warrant Fees

Rs. P.

XXI. For every copy of the Memorandum to be sent under sections 64, 65 and 66	1-00
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Note.—No fee shall be payable in respect of a duplicate or duplicates of a document presented for registration along with the original.

Rs. P.

XXII. For the authentication or attestation of a power or attorney, if special	1-50
For the authentication or attestation of a power of attorney, if general	3-00

XXIII. When under section 36 read with section 69, application is made to issue and serve a summons or warrant, process fee of Re. 1/- and remuneration of the person summoned at the rate from time to time prescribed for the lowest grade or Civil Court having jurisdiction over the place from which the summons or warrant is issued, shall be levied from the person at whose instance, or in whose behalf, the application first shall be Re. 1/-.

This Article applies *mutatis mutandis* to summonses and warrants issued under section 75 of the Act.

The process fees shall be levied in court-fee stamps and the remuneration in cash.

XXIV. One-half of the registration fee and all the copying fees in respect of a document presented for registration which is withdrawn before the order of registration has been passed and in respect of a document of which registration is finally refused, shall be refunded.

Note.—Any fine levied by the Registrar under section 25 is not to be refunded, except under section 70 of the Indian Registration Act. Similarly, any fees levied for issuing commissions, summons and for meeting attendance and travelling allowance charges shall not be refunded, if they have been earned or disbursed.

XXV. (a) A Government Department liable to pay registration charges is exempt from the payment of all fees payable under the Table of Fees.

(b) In cases where the fees are payable partly by Government Department and partly by some other party, the exemption under clause (a) shall extend to that part only which is payable by the Government Department.

XXVI. (a) All *de career* Consular Officers, the Deputy High Commissioner for the United Kingdom and members of the staff of all Consular Missions stationed in India liable to pay registration charges, are exempt from the payment of fees payable under this Table of Fees.

(b) In cases where the fees are payable partly by the *de career* Consular Officers, the Deputy High Commissioner for the United Kingdom or members of the staff of Consular Missions stationed in India, and partly by some other party, the exemption under clause (a) shall extend to persons falling under that clause.

B.—The above Table of Fees shall come into force on 1st day of November, 1965.

By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

P. B. Venkatasubramanian, Law Secretary.
Panjim, 1st November, 1965.

(Published in Supplement of Government Gazette no. 31, series I, dated 1st November, 1965)