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OFFICE CIRCULAR No. 12/2018

DATE: 10 DECEMBER 2018

CIRCULAR MEMORANDUM: 12/2018

DISTRIBUTION: GENERAL

SUBJECT: CHRISTMAS MESSAGE

On behalf of all in the Land Titles Office, I hope you have a safe and happy Christmas and New Year.

We look forward to continuing to work with you next year.

Office Closure: It would be appreciated if documents are lodged before 11:00am on Monday 24 December 2018 in order that they can be entered into URDS. The Land Titles Office will close at 2.00pm on Monday 24 December 2018 and will reopen for business at 8:45am on Wednesday 2 January 2019.

Gift Policy: In line with the Departments Gift Policy please do not give any gifts to Land Titles Office staff.

Alice Kawa

ALICE KAWA
Recorder of Titles