



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG KATARUNGAN  
PANGASIWAAN SA PATALAAN NG LUPAIN  
(LAND REGISTRATION AUTHORITY)  
East Avenue cor. NIA Road  
Quezon City



**LRA CIRCULAR No. 09 - 2021**

**SUBJECT: GUIDANCE FOR ASSIGNING REPRESENTATIVES OF JURIDICAL ENTITIES TRANSACTING WITH THE LAND REGISTRATION AUTHORITY AND ITS REGISTRIES OF DEEDS**

**WHEREAS**, the Land Registration Authority ("LRA") is a government agency, under the Department of Justice, and is mandated by law to preserve the integrity of the land registration process, protect the sanctity of the Torrens System, and act as a central repository of records relative to original registration of land titled under the Torrens System, including subdivision and consolidation plans of titled lands and, through its Registry of Deeds ("RD") Offices nationwide, be the repository of records of instruments affecting registered and unregistered lands and chattel mortgages in the province and the city wherein such office is situated;

**WHEREAS**, LRA is continuously reviewing its processes to strengthen the Torrens system, and streamline/simplify the requirements and improve its workflows;

**WHEREAS**, for transactions of a juridical entity, it is noted that the presented authorization document (e.g., Secretary's Certificate and/or Special Power of Attorney) usually provides just one (1) representative who is allowed to transact with the LRA and/or its RD, in behalf of the juridical entity;

**WHEREAS**, based on reports from Registers of Deeds, there are situations where a juridical entity assigned only one representative to process a transaction in the LRA/RD, and this representative is no longer connected with the juridical entity prior to the conclusion of the transaction;

**WHEREFORE**, premises considered, and in line with the direction of the LRA to continuously improve its processes and increase the level of security of the titles under its custody, the following matters are issued for the guidance of all concerned:

1. This Authority strongly encourages juridical entity clients to:
  - a. Assign multiple representatives per transaction with LRA/RD; and,
  - b. Immediately and formally inform and provide the LRA/RD the proper authorization document for the replacement representative in the event that a previously-assigned representative is no longer connected; and,
  - c. Should a juridical entity client fail to inform the LRA/RD of their new representatives, the LRA/RD shall not be held liable for any title and/or document released to the previous representative.

This Circular shall take effect after fifteen (15) days from its publication in a newspaper of general circulation, and the filing of three (3) copies hereof with the University of the Philippines Law Center.

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NORILYN T. TOMAS  
Chief, Central Records Section



All orders, guidelines, circulars, rules and regulations inconsistent with this are hereby repealed or amended accordingly.

Issued MAR 03 2021, Quezon City, Philippines.

  
**RENATO D. BERMEJO**  
Administrator

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**NORILYN T. TOMAS**  
Chief, Central Records Section

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