

\* Mandatory fields

<b>Identification data of the customer(s)</b>	* Name and surname/name of the company	
	* Personal identity code or date of birth/company code <i>(Date of birth if no personal identity code is given.)</i>	
<b>Identification data of the representative</b> <i>(To be filled in when the application is submitted by the representative.)</i>	* Name and surname	
	* Personal identity code or date of birth <i>(Date of birth if no personal identity code is given.)</i>	
<b>Contact details</b>	* Contact details for communication <i>(please select and enter):</i>	
	E-mail address	
	Telephone number	
	Address	
	E-delivery mailbox (E-delivery)	<input type="checkbox"/> Mailbox activated. <input type="checkbox"/> Mailbox not activated.

To the State Enterprise Centre of Registers

**APPLICATION  
FOR ACTION IN THE REAL PROPERTY REGISTER AND/OR CADASTRE**

(Date)

(Place)

1. I hereby apply for action in the Real Property Register and/or Cadastre:	Term in working days <sup>1</sup>
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<sup>1</sup> Where the registration or changes to or deregistration of the objects of the Real Property Cadastre and Register are requested together, the overall term for the execution of the request shall be calculated separately: for registration of a real property object or change to its cadastral data - from the date of entry of the application in the State Enterprise Centre of Registers' Service Accounting System, and for the registration of a right in rem to a real property object, restrictions on this right, legal facts or changes to their data in the Real Property Register - from the next working day following the day on which the term of registration of the cadastral data of a real property object expires, i.e. 5 working days for the registration of a change to the cadastral data of a real property object and 5 working days for the registration of a change to the Register data.

In cases where a single urgency period is indicated for the registration of cadastral and Register data of a real property object, the same urgency period shall be calculated for both the registration of cadastral data of a real property object and for the registration of the data of the Real Property Register, i.e. one (1), two (2), or three (3) working days each.

Where different terms are indicated for different actions (registration of cadastral and register data of a real property object), the urgency period for the service requested shall be calculated separately for each service requested.

		Standard	Urgent procedure
<input type="checkbox"/> to register <input type="checkbox"/> to deregister	the real property object(s) and the ownership right to the real property object(s).	<input type="checkbox"/> 5	<input type="checkbox"/> 1 <input type="checkbox"/> 3
<input type="checkbox"/> to register <input type="checkbox"/> to deregister	the ownership right.	<input type="checkbox"/> 5	<input type="checkbox"/> 1 <input type="checkbox"/> 3
<input type="checkbox"/> to register <input type="checkbox"/> to deregister	the rights in rem (except mortgage).	<input type="checkbox"/> 5	<input type="checkbox"/> 1 <input type="checkbox"/> 3
<input type="checkbox"/> to register <input type="checkbox"/> to deregister	the legal fact/note concerning: <sup>2</sup> family property	<input type="checkbox"/> 5	<input type="checkbox"/> 1 <input type="checkbox"/> 3
<input type="checkbox"/> to change	<input type="checkbox"/> the cadastral data of a real property object; <input type="checkbox"/> the cadastral data of a real property object by merging the land parcel and structure Register entries; <input type="checkbox"/> Register data of a real property object relating to legal facts; <input type="checkbox"/> Register data of a real property object not relating to legal facts.	<input type="checkbox"/> of a land parcel	<input type="checkbox"/> 1 <input type="checkbox"/> 3
		<input type="checkbox"/> of premises or an apartment	
		<input type="checkbox"/> of a structure	<input type="checkbox"/> 1 <input type="checkbox"/> 3
Comments ( <i>insert if necessary</i> ):          			

## 2. The real property object details depending on the service requested:

Address of a real property object	

<sup>2</sup> - If the application is for registration of the legal fact of joint community property, the application must be signed by both spouses and must indicate that the property named in the application was acquired during the marriage and is held as joint community property.

- If the application is for the registration of the legal fact of the designation of a real property object as family property, the application must state that the property named in the application is the family's habitual residence.

- If the application is for the registration of the legal fact of the designation of a real property object as family property by transferring that legal fact to another entry in the Register of a real property object, the application must state that there has been a change in the family's habitual residence and must specify from which entry in the Register of a real property object to which entry in the Register of a real property object it is requested to transfer the legal fact in question.

- When registering the legal fact concerning a land lease or loan for use contract, a land lease or loan for use contract must be appended with the plan of the land parcel to be leased, and in the event of the land to be leased for the period of up to three years, with the scheme of the land parcel.

Unique number of the real property object (building, premises, land parcel, engineering structure)

3. Once the services requested have been completed, please provide:

- An excerpt from the Real Property Register;
- A copy of the plan of the land parcel.

4. I request the prepared documents<sup>3</sup> (*tick the appropriate box and enter additional information*):

<input type="checkbox"/> To be <b>e-mailed</b>	
<input type="checkbox"/> To be delivered via the <b>E-delivery</b> system.	If E-delivery mailbox is activated <sup>4</sup> .
<input type="checkbox"/> To be sent <b>by mail</b>	
<input type="checkbox"/> I will pick it up in person at the following <b>unit</b> of the State Enterprise Centre of Registers:	Select or enter.

5. I guarantee payment for the service provided:

- Use the available balance (*if any*).
- E-mail invoice for payment to (*specify*)

6. The application shall be accompanied by the following documents:

No.	Title of document
1.	
2.	
3.	

**Consent to the processing of personal data for the purposes of improving the quality of customer service and performance efficiency:**

**I agree that the Centre of Registers contacts me for the purposes of improving the quality of customer service and performance efficiency using the e-mail address and/or telephone number indicated in this application.**

Consent is valid for one year.

I know I have the right to withdraw this consent at any time. Withdrawal of consent is possible in the following ways: by calling (8 5) 268 8262, by sending an e-mail to [info@registrucentras.lt](mailto:info@registrucentras.lt), by logging in to my account in the Centre of Registers' Self Service system, or by visiting the Customer Service Unit directly.

For more information on the processing of personal data on the basis of consent, see the website of the Centre of Registers: [www.registrucentras.lt](http://www.registrucentras.lt), section "Asmens duomenų apsauga".

**I do not agree that the Centre of Registers contacts me using the e-mail address and/or telephone number.**

<sup>3</sup> To be ticked when the application is accompanied by other original documents to be returned to the applicant or when the documents referred to in point 1.3 of this application are requested. This would also include decisions to refuse registration or to postpone the execution of the service (if such decisions are taken in accordance with the legislation).

<sup>4</sup> If, during the sending of documents, it turns out that the E-delivery mailbox is not active, the documents will be sent by e-mail.

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*(Name, surname)*

*(Signature)*

**I agree that the Centre of Registers contacts me for the purposes of improving the quality of customer service and performance efficiency using the e-mail address and/or telephone number indicated in this application.**

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*(Name, surname)*

*(Signature)*