



# CUSTOMER INTERVIEW FORM

I have read, understood, and agree to all the terms of this document and do hereby confirm that the information provided herein is complete, true and accurate. I also understand that my personal data will be handled in accordance with the Data Protection Act, 2020. (Please see National Land Agency's Privacy Notice at [www.nla.gov.jm](http://www.nla.gov.jm))

## CUSTOMER'S PARTICULARS

Name of Customer \_\_\_\_\_

Telephone \_\_\_\_\_ Telephone \_\_\_\_\_ Email \_\_\_\_\_

## PURPOSE OF VISIT / CALL

\_\_\_\_\_  
\_\_\_\_\_

## PROPERTY DETAILS

Valuation Number \_\_\_\_\_

Property Address \_\_\_\_\_

Additional property information \_\_\_\_\_

## OWNER'S PARTICULARS

Name of Owner \_\_\_\_\_

Mailing Address of Owner \_\_\_\_\_

Telephone \_\_\_\_\_ Telephone \_\_\_\_\_ Email \_\_\_\_\_

TRN OF OWNER \_\_\_\_\_

## DOCUMENTS PROVIDED

Registered Title at Volume _____ Folio _____	Sales Receipt showing final payment
Probate and copy Will	Transfer Tax Certificate
Letters of Administration with Assent to Devise	Survey Diagram PE _____
Indenture or Deed of Gift of Conveyance (Stamped)	Facilities for Titles Act
Indenture or Deed of Gift of Conveyance (Unstamped)	TR1 form
Sales Agreement with proof of final payment	Other _____
Statutory Declaration x _____	Other _____

\* Interviewee's Signature \_\_\_\_\_ Date of **Visit/Call/Email** \_\_\_\_\_

## INTERNAL USE ONLY

Name of Interviewer \_\_\_\_\_ Signature of Interviewer \_\_\_\_\_

Any other Information for the Amending Officer \_\_\_\_\_

\_\_\_\_\_

### Privacy Notice

We may use the personal data provided for the purposes of:

- Contacting you with further relevant information on the services and products you requested.
- Informing you about any upcoming events, products and services.
- Providing the service/ or products requested.
- Providing statistical data on service/ or product delivery to allow us to improve our services.
- Responding to relevant enquiries.
- Complying with regulatory obligations

Please note that the NLA may share your data with third (3<sup>rd</sup>) party **regulatory bodies.**

By completing and submitting this form you have agreed to your personal data being used as stated above.

For further information on how your personal information and rights are respected, please see our Privacy Policy at [www.nla.gov.jm](http://www.nla.gov.jm)

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