



THE
JAMAICA GAZETTE
SUPPLEMENT

PROCLAMATIONS, RULES AND REGULATIONS

94B

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No. 34B

No. 43B

THE ADMINISTRATOR GENERAL'S ACT

THE ADMINISTRATOR GENERAL'S (FEES) (AMENDMENT) REGULATIONS, 2004

In exercise of the power conferred on the Minister by section 60 of the Administrator General's Act, the following Regulations are hereby made:—

1. These Regulations may be cited as the Administrator General's (Fees) (Amendment) Regulations, 2004 and shall be read and construed as one with the Administrator General's (Fees) Regulations, 1999 (hereinafter referred to as the principal Regulations) and all amendments thereto.

2. The principal Regulations are hereby amended by deleting the Schedule thereto and substituting therefor the following:—

SCHEDULE		(Regulations 2 and 3)
Column I Service		Column II Fees
1. Obtaining Grants of Administration	8% of inventory value
2. Preparing and filing discharges of Mortgage—		
(a) Mortgages up to \$25,000.00	\$1,200.00
(b) Mortgages of \$25,001.00 to \$100,000.00	\$2,500.00
(c) Mortgages of more than \$100,000.00	\$3,000.00
3. Undertaking foreclosure proceedings...	...	1% of market value
4. Preparing and serving notice on tenant	\$2,500.00
5. Attendance at Resident Magistrate's Court—		\$3,500.00
(a) Mention and Return Day	\$1,500.00
(b) Trial Mention	\$1,500.00
6. Preparing and filing of Orders—		
Resident Magistrate's Court	\$1,500.00
Supreme Court	\$3,000.00
7. Instructions to Bailiff	\$1,000.00
8. Preparing Notice of Taxation and Bill of Costs..	...	\$3,000.00
9. Attendance at taxation	\$4,000.00
10. Preparing demand letters for tenants and mortgagors	\$1,000.00
11. Preparing Sale Agreements (each party to the Agreement pays one half of the fee)	\$25,000.00
12. Transfers to persons other than beneficiaries...	...	3% of sale price
13. Preparing Waivers of Entitlement	\$1,500.00
14. Executing Change of Ownership for Insurance Policies		\$1,500.00
15. Disposal of Shares—		
(a) Listed on the stock market	5% of value
(b) Private companies owned or partly owned by the deceased	1% of value
16. Preparing Deeds of Indemnity	\$1,500.00
17. Closing letters subsequent to a sale—		
Letter to utility companies; letters of possession; (each partly to the agreement to pay one half of the fee)	\$4,000.00

SCHEDULE, *contd.*

Column I Service	Column II Fees
18. Preparing and filing of Vesting Assents and Transfers to beneficiaries	\$8,500.00
19. Preparation, issue and service of Fixed Date Claim Form or other originating process	\$3,500.00
20. Appearances in Chambers—Supreme Court	
Non-contentious matters	
(a) Attendance in Chambers	\$6,000.00
(b) Attendance at Case Management Conferences	\$3,000.00 per hour or part thereof
(c) Attendance in an advisory capacity	\$1,500.00
Contentious Matter	
(a) Attendance at Mediation Hearings	\$3,000.00 for the first three hours or part thereof, thereafter \$1,000.00 per hour or part thereof
(b) Attendance at Pre-Trial Review	\$5,000.00
(c) Attendance at all other chamber matters	\$12,000.00
21. Attendance at Supreme Court—	
(a) where matter adjourned without a hearing	\$10,000.00
(b) in all other instances	\$20,000.00
22. Preparing and lodging Common Law Conveyances	\$8,500.00
23. Application for Declaration of the Court in an—	
(a) <i>ex-parte</i> matter	\$3,000.00
(b) <i>inter-partes</i> matter	\$5,000.00
24. Negotiating settlements in respect of fatal accidents where initiated and followed through by in-house Attorney-at-law	20% of settlement or court ordered amount

SCHEDULE, *contd.*

Column I Service	Column II Fees
25. Fatal Accident Settlements (where negotiated by external Attorney-at-Law and approved by the Administrator General upon receipt of settlement	1% of settlement received
26. Applications for Lost Title	\$10,000.00
27. Preparing Declarations for lost documents	\$1,500.00
28. Caveats—	
(a) Lodging of Caveat	\$4,000.00
(b) Discharge of Caveat	\$2,500.00
29. Preparing and lodging transmissions... ..	\$7,000.00
30. Fact of death endorsement	\$3,500.00
31. Preparing Lease Agreements	\$3,000.00
32. Completing Revenue Affidavits	\$1,500.00
33. Preparing Contracts for Sale (Chattels)	\$2,500.00
34. Preparing Declaration to reconcile names	\$2,500.00
35. Processing advance for funeral expenses	\$1,500.00
36. Issuing Certificate of the Administrator General under Rule 68.19 of the Civil Procedure Rules, 2002	\$2,000.00
37. Transfer of Motor Vehicles—letter to the relevant Tax Office pursuant to investigation of the matter	\$2,000.00
38. Postage, photocopying, stationery or intra-parish telephone calls	\$1,500.00 (per annum)
39. Inter-parish and overseas calls	Actual cost of call
40. Investment fee75% of 1% of principal sum invested for each investment period.

SCHEDULE, *contd.*

Column I Service					Column II Fees
41. Property Management Fee	3% of expenditure outlay on the particular property
42. Legal Opinions (in house)	Such amount as may be determined by the Administrator General having regard to the complexity but not exceeding \$6,000.00
43. Taking of formal possession and producing status report	\$2,500.00
44. Letters to Embassies and other organizations stating beneficial interest and assets	\$1,500.00
45. In-house Opinions of Value:	Minimum fee of \$3,500.00 for market value up to \$2,000,000.00; n e x t \$3,000,000.00 (of market value).25%of market value; n e x t \$3,000,000.00 (of market value) .2% of Market value; e x c e e d i n g \$8,000,000, .1%of market value
46. Preparation of Petitions for Waiver of Crown Rights	\$2,000.00
47. Preparation of Statutory Declarations...	\$1,500.00

SCHEDULE, *contd.*

Column I Service	Column II Fees
48. Preparation of Letters of Undertaking to Stamp Commissioner	\$1,500.00
49. Preparation of Notices of Disclaimer under section 322 of the Companies Act	\$4,000.00
50. Monitoring of businesses which form part of the assets of an estate	1% per annum of value of assets of the business

Dated this 30th day of March, 2004.

A. J. NICHOLSON
Minister of Justice.

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