

# Registration of a Mortgage Bond

## Overview

The holder of a title deed to a property may register a mortgage bond over the property as security for a debt. Registration is done through the assistance of Conveyancers.

## Who is eligible?

Any registered holder of a title deed over a property may register a registration of a mortgage bond.

## How do I get this service?

Through the assistance of a Conveyancer (an attorney admitted as a conveyancer by courts of law).

## What supporting documents are required?

- Draft of the mortgage bond in duplicate
- Floating Copy of the title deed to the property
- Power of Attorney authorizing a particular conveyancer to draft the Mortgage Bond
- A resolution of the lending Institution where necessary
- Copy of the title deed to the property

## How long will this service take?

If all documents are submitted at the time of registration, the process should take approximately five(5) working days.

## How much does it cost?

Conveyancer's fees or other costs may apply

## Where can I obtain this service?

For more information please contact the two deeds offices available below. Opening hours are from 07:30 to 12:45 and 13:45 to 16:30, Monday to Friday, except public holidays.

For properties south of Dibete, including the districts of Ghanzi and Kgalagadi:

Deeds Registry Gaborone

Government Enclave

Attorney General's Chamber

Ground and First Floor

Private Bag 0020

Gaborone

Botswana

For properties north of and in Dibete (Dibete included):

Deeds Registry Francistown

plot 252/2567, Old BGI Building

Private Bag F283

Francistown

Botswana