How long does it take for you to prepare my draft Deed Poll?

Deed Poll Procedures · https://help.law.com.sg/faq/how-long-does-it-take-for-you-to-prepare-my-draft-deed-poll/

Once I submit my information, how soon will the draft Deed Poll be ready for review and signing?

At **Loh Eben Ong LLP**, we strive to prepare your Deed Poll **promptly and efficiently** — usually **before your scheduled in-office appointment**, provided your submission is **complete and in order**.

Estimated Preparation Time

- **Standard submissions**: Draft Deed Polls are typically prepared **within 1 to 3 working days** from the time of **complete online submission**, subject to:
  - Submission during business hours;
  - No missing or unclear information;
  - No complex legal issues (e.g. minors, consent requirements, foreign names).
- **Urgent cases**: If you need the document urgently, you may indicate so in your submission. We will do our best to accommodate, subject to availability and additional charges (if applicable).

What You Need to Do

To avoid delays:

- Submit your Deed Poll details here: https://law.com.sg/deed-poll-online
- Ensure your information is **accurate and complete**;
- Upload all necessary documents (e.g. NRIC, birth certificate, court orders if relevant);

- Book your in-office signing appointment only **after** submitting the form.

Book here: https://book.law.com.sg

When and How Will I See the Draft?

- The draft Deed Poll will be made **available for your review at our office** before signing.
- You will have the opportunity to **check and confirm all details** during your appointment.
- Once signed and witnessed, no changes can be made — a new Deed Poll must be prepared if amendments are needed.

Incomplete or Incorrect Submissions

If your submission is missing required details or contains inconsistencies:

- We may contact you for clarification;
- Preparation may be delayed until the information is corrected;
- We may require rebooking of your appointment in such cases.

Related Links

- Submit your details: https://law.com.sg/deed-poll-online
- Fee quote: https://law.com.sg/deed-poll-quote
- Booking (after submission): https://book.law.com.sg

Disclaimer: This FAQ is for general informational purposes only and does not constitute legal advice. Deed Poll preparation times may vary depending on case complexity, submission completeness, and internal processing volumes.