Lost Deed Poll: Replacements and Certified True Copies

Lost Deed Poll · https://help.law.com.sg/faq/i-have-lost-my-original-deed-poll-what-should-i-do/

If you have lost your original Deed Poll, you cannot re-sign another Deed Poll to replace it. If your Deed Poll was done through Loh Eben Ong LLP, you may apply for a certified true copy from our archive, subject to our terms.

Can I re-sign a replacement Deed Poll?

No. A lost Deed Poll cannot be replaced by re-signing another one. You may however approach the law firm that prepared the Deed Poll to obtain a certified true copy by its lawyer, at your cost.

How do I get a certified true copy from your firm?

On the day you signed your Deed Poll at our office, the original was given to you. As a matter of policy, we do not keep any original Deed Polls of our clients.

If your Deed Poll was done through Loh Eben Ong LLP and you have no certified true copy, you may apply online via Lost Deed Poll CTC Online. Please note:

1. We do not warrant that a copy is still in our archive, and any application remains subject to our discretion and our terms. Our decision is final and conclusive.
2. If a copy is found in our archive, subject to our approval, you may apply for certified true copies at a certain cost. Please use our Lost Deed Poll CTC Fee Calculator for our fees.
3. If your Deed Poll was done through another law firm, we are unable to assist you. Please seek that firm's assistance. We have received numerous enquiries to retrieve old Deed Polls done by other Singapore law firms, but their Deed Polls are not in our archive database.

When do I need a certified true copy by a Notary Public?

If you must evidence your change of name to an overseas organisation or authority (eg. an immigration authority), it may require a notarised Deed Poll. Check with the relevant organisation on what is required before approaching us. Common requirements include:

1. a copy of the Deed Poll certified true by a Notary Public, together with a Notarial Certificate and an Apostille issued by the Singapore Academy of Law; or
2. as in (1) above, but with further legalisation by the relevant foreign embassy in Singapore.

Notarial services are chargeable at the prescribed rates.

If your Deed Poll was done through us, apply for a certified true copy via Lost Deed Poll CTC Online (see our fee calculator), or contact us if you need a notarised copy for overseas use.