



DEPARTMENT OF COURT ADMINISTRATION
COURT EXECUTIVE ADMINISTRATOR

July 18, 2018

Mr Douglas Mendes S.C.
President, Law Association of Trinidad & Tobago
Second Floor, 95-97 Frederick Street
PORT OF SPAIN

Dear Mr. Mendes,

Introduction of Online Services for Lodging Searches at the Probate Registry of the Judiciary of Trinidad and Tobago

Following our letter dated April 12, 2018, and our meeting with your representatives on the matter at subject, the Judiciary is pleased to launch its Online Service for Lodging Searches at the Probate Registry for the general use of Attorneys-at-Law on July 23, 2018.

Attorneys must register online in order to use the service. The Attorney's name, e-mail address, bar number, date of admission, law firm, office address, and telephone contact, are needed in order to register.

Once a search request is submitted online, the system provides a date of completion. At present, if the date of death is after 1987, the search will be completed in 3 working days. If the death is before 1987, the search will be completed within 20 working days. As the Judiciary advances its ongoing data entry effort, these dates will change positively.

The email address which will be used to notify Attorneys is that which is on the Official Roll of Attorneys. Attorneys who do not have an email address, or who cannot remember or access their email will need to make an in-person visit to the Civil Registry to verify their details.

At present, the service does not prohibit lodging of search requests at the counter of the Probate Registry. Nevertheless, Attorneys are urged to use the online service for lodging searches in lieu of making the requests at the counter. We also ask that Attorneys do not duplicate searches by lodging them both at the counter and online.

To learn more about the new Online Service for Lodging Searches, please visit <https://probate.ttlawcourts.org/index.html>. Also attached for your information is the Probate e-Services Brochure which outlines the search process and registration procedure.



DEPARTMENT OF COURT ADMINISTRATION
COURT EXECUTIVE ADMINISTRATOR

To schedule an in-person visit, or to request any assistance with the use of the service, Attorneys may call or email the helpdesk at (868) 224-5180 or support@ttlawcourts.org.

Please inform your membership of the above.

Sincerely,

Christie-Anne Morris-Alleyne
Court Executive Administrator
Judiciary