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**Notice of Guangzhou Municipal Planning and Natural Resources
Bureau on Issuance of the *Rules of Guangzhou for Self-service Inquiry
of Immovable Property Registration Information (Trial Version)***

All relevant enterprises, units and individuals,

In order to further optimize Guangzhou's business environment, improve service level for the convenience and benefit of the people, and to regulate self-service inquiry of immovable property registration information, the *Rules of Guangzhou for Self-service Inquiry of Immovable Property Registration Information (Trial Version)* have been formulated in accordance with relevant laws, regulations and normative documents upon combining with the practical work. It is hereby issued to you for compliance and implementation.

Guangzhou Municipal Planning and Natural Resources Bureau

January 11, 2020

Rules of Guangzhou for Self-service Inquiry of Immovable Property Registration Information (Trial Version)

Article 1 In order to further optimize Guangzhou's business environment, improve service level for the convenience and benefit of the people, and to regulate self-service inquiry of immovable property registration information, the Rules are hereby formulated in accordance with the *Property Law of the People's Republic of China*, the *Provisional Regulation on Immovable Property Registration*, the *Provisional Measures for Immovable Property Registration Information Inquiry* and the *Measures of Guangzhou for Immovable Property Registration Information Inquiry*, etc.

Article 2 The service object of the self-service inquiry of immovable property registration information is the general public. The self-service inquiry services are mainly provided through the self-service inquiry terminals, WeChat or Internet browser. The self-service inquiry should be conducted by following the principle of legality, efficiency, sharing and convenience.

Article 3 Guangzhou Municipal Planning and Natural Resources Bureau shall supervise and guide the self-service inquiry of immovable property registration information of the city and shall be responsible for the operation and maintenance of the self-service inquiry system. Guangzhou Municipal Real Estate Archives, the immovable property registration agencies and immovable property registration archives management agencies of all districts shall be responsible for the self-service inquiry of immovable property registration information of the city.

Article 4 Any inquiry applicant can conduct self-service inquiry of the following citywide registration information:

- (I) Natural conditions of the immovable property;
- (II) Whether the immovable property is jointly owned;
- (III) Whether the immovable property is encumbered with mortgage registrations, advance notice registrations or dissenting registrations;

(IV) Whether the immovable property is encumbered with sequestration registrations or other circumstances where the disposal of the immovable property is restricted.

Article 5 The immovable property rights holder can conduct self-service inquiry of the following citywide registration information relating to him/her:

(I) Natural conditions of the immovable property;

(II) Right status of the immovable property;

(III) Co-ownership of the immovable property;

(IV) Mortgage registration, advance notice registration or dissenting registration of the immovable property;

(V) Sequestration registration or other circumstances where the disposal of the immovable property is restricted.

The immovable property rights holder can also conduct self-service inquiry of the registration information about his/her own immovable property.

Article 6 In the case of inquiry by the applicant via self-service terminals, the system will read the second-generation resident ID card information and will obtain the inquiry applicant's identity information after verifying the applicant's identity through face recognition; in the case of inquiry by the applicant via WeChat or Internet browser, the system will collect the name and ID card information input by the applicant and will obtain the inquiry applicant's identity information after verifying the applicant's identity through face recognition.

After the successful verification of the application for self-service inquiry, the applicant shall follow the prompts to input information such as inquiry "purpose" and "content", and the system will generate the inquiry application records automatically.

Article 7 Any inquiry applicant can use the following search criteria to conduct self-service inquiry:

(I) House location (address);

(II) Property ownership certificate number;

(III) Immovable property unit number;

(IV) Registration number.

The immovable property rights holder can also use his/her name and ID card number

to conduct self-service inquiry.

The search criteria should be completely consistent with the information recorded in the immovable property ownership certificate; otherwise, no correct inquiry result will be displayed. The immovable property registration information shall be subject to the information recorded in the immovable property registry.

Article 8 The applicant may obtain information about the location of self-service terminals through such channels as the WeChat official account of “Guangzhou Immovable Property Registration” and 12345 citizen hotline. The inquiry applicant can choose the nearest self-service terminal to conduct self-service inquiry; the self-service terminals can print paper-based certificate of immovable property registration information inquiry that is affixed with the inquiry seal.

Article 9 The inquiry applicant can use smartphone to conduct self-service inquiry by selecting the “Personal Immovable Property Inquiry” in the “Registration Information Inquiry” under the menu of “Service Items” via the WeChat official account of “Guangzhou Immovable Property Registration”. The applicant can browse the inquiry result online, and can also print it after downloading the inquiry certificate affixed with the inquiry seal.

Article 10 The inquiry applicant can use computer to conduct self-service inquiry by visiting the function of “Personal Immovable Property Inquiry” in the “Registration Information Inquiry” provided by the official website of “Guangzhou Municipal Planning and Natural Resources Bureau” through the Internet browser. The inquiry result can be browsed online and can also be printed online.

Article 11 If the inquiry applicant has any question about the inquiry result, he/she may go to the inquiry department to conduct on-site verification, and can also scan the verification QR code on the inquiry certificate for verification.

Article 12 The inquiry applicant shall use the inquiry result according to the inquiry purpose, and shall not disclose the immovable property registration information or use the immovable property registration information for other purposes.

Article 13 The validity of the inquiry result obtained through self-service inquiry such as self-service terminals, WeChat and Internet browser is the same as that of the

paper-based certificate of immovable property registration information inquiry issued at the window.

Article 14 The inquiry of classified information on immovable property registration shall be conducted in accordance with relevant state provisions on confidentiality.

Article 15 The inquiry result can be obtained immediately after the successful self-service inquiry application, and the inquiry shall be free of charge.

Article 16 Guangzhou Municipal Planning and Natural Resources Bureau shall be responsible for the interpretation of the Rules which shall be put into force as of the date of issuance.

Attachment 1: Sample of Immovable Property Registration Information Inquiry

Search Results of Guangzhou Immovable Property Registration

Immovable property unit number:	
Immovable property ownership certificate number:	
Registration number:	
House location:	
Land use area / land area:	
Planned use:	
House nature:	
House structure:	
Floor number:	
Total floors:	
Floor area:	
Exclusive floor area / suite area:	
Shared floor area:	
Date of completion:	
Date of construction:	
Any co-ownership:	Yes / No
Any mortgage registration:	Yes / No
Any advance notice registration:	Yes / No
Any dissenting registration:	Yes / No
Any record on sequestration registration or other circumstances where the disposal of the immovable property is restricted?	Yes / No

Notes: 1. The scope of this inquiry certificate includes the records of valid immovable property registration results within the administrative area of Guangzhou.

2. The applicant should check the identity information and results information in a timely manner.

In case of any question about the inquiry results, please contact the staff at the inquiry window in a timely manner; the applicant shall bear legal liability by himself/herself if he/she conceals any information or provides false information.

3. The applicant and holder of this certificate have the obligation of safekeeping and fair use of the certificate; they shall assume the liability by themselves for the legal consequence caused by improper safekeeping or improper use.

Certificate serial number: _____ Date of printing: _____

Applicant: _____ Purpose of inquiry: _____

