

* Did you know...?



- Extrajudicial notification is an important, efficient and fast debt collection instrument (rental payment, condominium quotas, fines, etc.).

- In the real estate area, notification is used in usufruct, cession, sublet and property loan cases.

- There is no preset form of extrajudicial notification. You can make its text as you wish, provided it is written in the official language and does not oppose moral and good customs.

- The responsibility for the text of the document – that is, for its content – is exclusively assigned to the notifier (the addresser of the document), and the responsibility for the certification of the diligence results concerns the Titles and Documents Registry Office.

- In case of loss of the original, the notifier (the addresser of the document) can demand, at any time, a certificate of the notification and of the diligence's results, which will have the same validity of the original.

4 Where should i register it?

DOCUMENT REGISTRY CENTRAL OFFICE

Rua do Carmo, 57 / Térreo (groundfloor)
Centro (Downtown) - Rio de Janeiro / RJ
Telephone number: (21) 3852-6641
Site: www.cerd-rj.com.br

ANY DOUBT? CONTACT US!

5th Titles and Documents Registry Office

Officer: Durval Hale
e-mail: 5trdrj@mundivox.com.br
Telephone: (21) 2507-5197

6th Titles and Documents Registry Office

Officer: Sônia Maria Andrade dos Santos
E-mail: oficiala@6trtd-rj.com.br
Telephone number: (21) 2233-7878

Register your ::: DOCUMENTS



NOTIFICATION



SUPPORT:



Project Conception: Sônia Maria Andrade dos Santos
Illustration: Miguel Paiva | **Graphic Project:** Diego Paiva
Research: Helena Portella Rapôso

① What does it consist of?

Extrajudicial notification is the act that lets one know about a fact or manifestation of will, in order to generate legal consequence and to serve as evidence, at court or elsewhere.

The notifying function, performed by Titles and Documents Registry Offices, is based on article 160 of (Brazilian) Federal Law N. 6.015/73. Actually, it is a practical, publicly reliable instrument through which, supposedly, material or formal intentions are forwarded. Whenever judicial intervention is not required, it can convey acknowledgments, denunciations and interpellations.

Notifications can be destined to the exercise of one's right of first refusal, in real-estate purchase, or to the so-called "eviction", when it concerns indeterminate stated period location; to evidence the constitution of deferred payment of contractual obligations; to prevent responsibility or maintain rights, etc.

Notifications addressed to a legal entity can only be handled to the persons who are responsible for the company – whether they are partners, managers or solicitors.

② Why should it be registered?

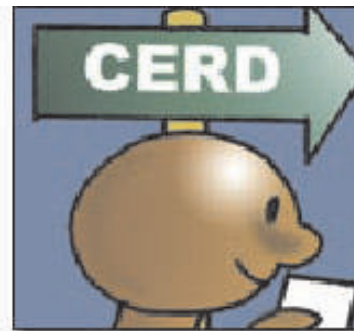
Because, through the faith public of the Titles and Documents Registry Office, one can assure that the notified person (addressee) is aware of the content of the registered document, and thus unable, for instance, to eventually allege he ignores it. The registration of the document warrants its authenticity, publicity and conservation, guaranteeing its validity against third parties.

③ How can i register it?



1st STEP:

Inform the name(s) of the addressee, when you make the Notification, as well as the respective address(es) – complete;



2nd STEP:

Take the document, with, at least, three copies, to the Attendance Sector of Central de Registro de Documentos – CERD (the Documents Registry Central Office), which opens on weekdays, from 10:00 AM to 6:00 PM;



3rd STEP:

The Notification is sent – after the documents are examined and the fees paid – to one of the six Titles and Documents Registry Offices of Rio de Janeiro;



4th STEP:

Follow the course of the diligence in the Registry Office to which your document was sent;



5th STEP:

The diligence of Notification is concluded, within a stated period of 15 days;



6th STEP:

Pick up the registered document – duly accompanied of the respective Notification certificate at the Documents Management Sector of CERD.