

HOUSE - checklist sale & purchase

sale purchase miscellaneous: _____

Location of real estate

Street and street number

floor / zip code/ city

Name of document		Comment
Map, development plan	<input type="checkbox"/>	
Floor plans	<input type="checkbox"/>	
Space calculation	<input type="checkbox"/>	
Construction plans/ building specification	<input type="checkbox"/>	
If association of owners / partial ownership <ol style="list-style-type: none"> 1. Declaration of division, legal order of community 2. Business plan 3. Protocol of property management 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Extract of land register	<input type="checkbox"/>	
Note of property tax	<input type="checkbox"/>	
Current documents about mortgages	<input type="checkbox"/>	
Energy consumption (certificate)	<input type="checkbox"/>	
Proof of fire insurance	<input type="checkbox"/>	
List <ol style="list-style-type: none"> 1. Maintenance / measures of modernization 2. Rights of residence and use 	<input type="checkbox"/> <input type="checkbox"/>	
Operating costs (tax, insurance, energy costs)	<input type="checkbox"/>	
If necessary, renting/ lease contract	<input type="checkbox"/>	
Extract <ol style="list-style-type: none"> 1. List of owners 2. List of tenants 	<input type="checkbox"/> <input type="checkbox"/>	

3. Register of construction encumbrances	<input type="checkbox"/>	
4. Additional registers (contamination, asbestos...)	<input type="checkbox"/>	
Purchase contract	<input type="checkbox"/>	
Keys	<input type="checkbox"/>	
	<input type="checkbox"/>	
	<input type="checkbox"/>	

All of the recommendations for action listed above are examples and non-binding. Every decision depends on the individual needs of the real estate search. Therefore, we recommend you to always contact a qualified consultant or real expert.