

BUYING CHECKLIST

1 Select an Independent Estate Agency within the geographic area of your search and request viewings on selected properties.

2 Select an Independent Qualified Lawyer and leave a Power of Attorney.

3 Ensure Fiscal Numbers/Bank Account are arranged and set up.

4 If required, ensure that bank funding is in place (in principle) to fund purchase.

5 Place an offer to the agent on selected property.

6 Wait for acceptance or decline of offer.

7 Upon acceptance, arrange for potential reservation deposit to secure property until the promissory contract is signed.

8 Estate Agent to draw an inventory of moveable items (if necessary)

9 Lawyer to arrange for Promissory Contract (exchange documents) and to ensure the legality of the property including all correct licenses. Transfer deposit to lawyers client account to make payment. Date for completion will have to be specified.

10 Payment of Property Transfer Tax (IMT), Stamp Duty (IS) and balance of funds for completion to be transferred to lawyers client account. (pre completion / final deed)

11 Your Lawyer will book the final Deeds meeting and Property Registration will take place immediately.

12 Agent will supply meter readings to the lawyer who should put all utility bills in your name.

13 Post deeds checks may include Gas and Electricity safety checks which the Agent or manager can help with.

14 Now sit back, relax and enjoy your new home; and don't forget to stay in touch!