

LIST OF REQUIRED DOCUMENTS

- Land register excerpt
- Floor plans
- Building permit
- Building description
- Sections/Views
- Site plan
- Excerpt from the building encumbrance register
- Living space calculation
- Enclosed space / cubature
- Fire insurance / insurance certificate (policy)
- Statement of operating costs (form enclosed)
- Renovation & modernization statement (form enclosed)
- Energy certificate
- Cadastral map (maximum 6 months old)
- Leasehold contract / declaration of partition
- Tax ID and bank account details
(necessary for the purchase contract)
- Cancellation documents (land charges, mortgage debts, pension debts)
- Rental contracts/deposit overview
- Only in the case of land charge by letter: land charge certificate!

In order to enable timely payment of the purchase price, it is mandatory to submit the land charge certificate. If you need assistance here, please inform us.

STATEMENT OF OPERATING COSTS

Object:

Cost (approx./rounded):	monthly	¼ yearly	annual
Property tax			
Residential building insurance			
Street cleaning			
Waste fees			
Gas / Oil			
Water / Waste water			
Heating maintenance			
Power			

List of your modernization measures

About the object: _____

Eigentümer: _____

Successful or planned modernization and renovation measures:

Measures	Time	Total cost
Sum:		

Place, Date : _____

Unterschrift Owner