

Data Sheet - Property Purchase Contract -

Please complete this data sheet as far as possible and then return it by e-mail (you can edit and save it on your PC). If you are unable to provide information, just leave the field blank. You are also welcome to add any comments that are important for us to process. **Fields marked with * are mandatory.**

Brief Description of the Property

**Contracting parties
and address of the
object of purchase**

| | | | | |
|-------------------------------|---------------------------------|-----------------------|----------------|---------------|
| plot of land (developed) plot | semi-detached house | single detached house | rental house | miscellaneous |
| plot of land (undeveloped) | unmeasured partial plot of land | | size (approx.) | |
| condominium | part ownership | | leasehold | |

Property Details

Object of purchase 1

Object of purchase 2

Land registry/Local Court*

Land registry of*

Folio*

Street, No.

Co-ownership share

Condo number

Details of the property

vacant

rented/leased

occupied by the seller

tenant/seller moves out on

tenant/seller **does not** move out

needs to be modernised/evicted

newly-erect building

easement is required

inventory is also being sold

seller is a not registered owner (e.g. inheritance, pre-acquisition)

land registry correction must be applied for

certificate of inheritance is available from

right of first refusal exists (e.g. by tenants)

sale by executor, insolvency administrator, guardian or similar.
(please email identification in advance)

Mortgages

| | |
|--|---------------------------------|
| registered mortgages will be taken over | in section II in section III |
| deletion of registered mortgages should take place | in section II in section III |
| deletion documents already existing for rights | in section II in section III |

Purchase price

Object of purchase 1

Object of purchase 2

Total purchase price*

Price of inventory

Special payment conditions applicable (e.g. payment after eviction by seller etc.)? _____

Purchase price is partly or totally covered by a bank loan

➤ **If the mortgage documents are already available, please send them to us as soon as possible.**

Contracting parties

Seller 1

Seller 2

Surname / company *

Birth name (optional)

First name *

Date of birth *

Street *

No. *

City *

Zip *

Nationality

Company: register court

Company: register number

Marital status

Tax-ID* (11 digits, no hyphen)

Cell phone number *

Email *

continued on page 4

Contracting parties

continuation from page 3

Seller 1

Seller 2

requires translation

applies

applies

Seller is represented without power of attorney by (surname, first name, date of birth, address, contact details, e-mail/ telephone)

Buyer 1

Buyer 2

Surname / Company *

Birth name (optional)

First name *

Date of birth *

Street *

No. *

City *

Zip *

Nationality

Marital status

Tax ID* (11 digits, no hyphen)

Cell phone number *

Email *

Purchase in co-ownership share

requires translation

applies

applies

Contracting party – legal entity

*Please provide detailed information on the agents (with or without power of attorney) here:

*(Surname, first name, date of birth, address, contact details, e-mail/telephone) _____

Property Administration – condominium purchase agreement (WEG-Verwaltung)

Name / Company*

Street*

No.*

City*

Zip*

Phone number

Email*

Monthly housing allowance*

administration is non-existent

owners community resolutions and minutes
handed over to the buyer

declaration of division handed over to the buyer

- **Please provide the declaration of division (Teilungserklärung) and the associated supplementary deeds.***

Information on the pre-emptor (e.g. tenant)

Surname

Name

Street

No.

City

Zip

Telephone

Cell phone number

Email

Special instructions for the Notary:

Preferred request for notarisation by:

The buyer has been advised that the Notary is entitled to charge for delivered contract drafts.