



EXPAT SERVICES

La Marina

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House Sale Check List

Details of First Owner

Full Name:

Maiden Name (if applicable):

Home Address:

.....

Phone Number:..... Mobile Number:.....

Email Address:.....

Passport N°: Expiry Date:

Nationality:..... Occupation:.....

Date Of Birth: ☐ Residencia ☐ NIE Number:.....

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Widowed

Partner's Details if not named on deeds:

Details of Second Owner

Full Name:

Maiden Name (if applicable):

Home Address:

.....

Phone Number:..... Mobile Number:.....

Email Address:.....

Passport N°: Expiry Date:

Nationality:..... Occupation:.....

Date Of Birth: ☐ Residencia ☐ NIE Number:.....

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Widowed

Partner's Details if not named on deeds:

If more than two owners complete the details on the back of the form

Property Address:

.....

Purchase Price:.....Property Type:

Preferred signing date:

Buyers Details:

Full Name:

Maiden Name (if applicable):

Address:

.....

Phone Number:..... Mobile Number:.....

Email Address:.....

Passport N°:Expiry Date:.....

Nationality:.....Occupation:.....

Date Of Birth: ☐ Residencia ☐ NIE Number:.....

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Widowed

Partners Details:

Full Name:

Maiden Name (if applicable):

Passport N°:Expiry Date:.....

Nationality:.....Occupation:.....

Date Of Birth:☐ Residencia ☐ NIE Number

Paperwork required:

- ☐ Passport and NIE number for each Owner
- ☐ Nota Simple for house if possible
- ☐ House deeds
- ☐ Mortgage deeds if applicable

- ☐ Power of Attorney:
- ☐ Habitation Certificate
- ☐ Antiquity certificate if applicable
- ☐ Building paperwork if applicable – Project book / Town hall Licence / Final de Obra
- ☐ Energy Rating Certificate
- ☐ Community Certificate
- ☐ SUMA
- ☐ Utility Bills

f you don't have some of the above paperwork this is not an issue as we can help you get it.

The information that you supply via this form will be entered into a filing system and will only be accessed by authorised persons of Expat Services La Marina or its agents. The information will be retained by Expat Services La Marina and will only be used for the purpose of (a) processing the service requested, and (b) summary information for statistical and audit purposes. By supplying such information, you consent to Expat Services La Marina storing the information for the stated purposes. The information will not be shared with any person or company outside of Expat Services La Marina unless needed for the provision of the service requested. The information is held by Expat Services La Marina in accordance with the provisions of the Data Protection Act 1998.