BULLOK
PROPERTIES

Document request guide

Request these documents before committing to a purchase. Mark what you have received and record what remains outstanding.

Suggested message

Hello, to review the property purchase, please could you provide the following documents:

01 An up-to-date land-registry extract (nota simple) and cadastral information (catastro)

02 Recent owners' association minutes and details of special assessments (derramas) or debts

03 Available building inspection report (ITE) and certificate of fitness, where applicable

04 Energy performance certificate

05 Property tax (IBI) receipts and other relevant property costs

06 Draft deposit agreement (arras) and financing conditions

07 Plans, licences and renovation documentation, if available

08 Confirmation of floor areas, annexes and areas for exclusive use

Thank you. Once I have all the documents, I can coordinate the review and confirm the next steps.

This guide helps you request documents. The available information determines what can be checked.