

**INFORMATION REQUIRED FOR THE PREPARATION OF A SALE AGREEMENT IN  
RESPECT OF IMMOVABLE PROPERTY**

<b>SELLER – FULL NAMES</b>	
FULL NAMES	
IDENTITY / REGISTRATION NUMBER	
POSTAL ADDRESS	
PHYSICAL ADDRESS	
CONTACT NUMBERS	HOME: CELL:
	WORK: E-MAIL:
MARITAL STATUS	MARRIED: YES / NO HOW: IN COP / ANC
	WHICH COUNTRY:
FULL NAMES OF SPOUSE	
IDENTITY NUMBER	
VAT VENDOR	YES / NO
FAX NUMBER	
<b>PURCHASER – FULL NAMES</b>	
IDENTITY / REGISTRATION NUMBER	
POSTAL ADDRESS	
PHYSICAL ADDRESS	
CONTACT NUMBERS	HOME: CELL:
	WORK: E-MAIL:
MARITAL STATUS	MARRIED: YES / NO HOW: IN COP / ANC
	WHICH COUNTRY:
FULL NAMES OF SPOUSE	
IDENTITY NUMBER	
VAT VENDOR	YES/NO
FAX NUMBER	
<b>CONVEYANCING ATORNEYS</b>	<b>KING-ESSACK &amp; ASSOCIATES</b>
COST OF SALE AGREEMENT	PURCHASER / SELLER

<b>PROPERTY</b>	RESIDENTIAL / COMMERICAL / SECTIONAL TITLE
DESCRIPTION	
EXCLUSIVE USE AREAS	
BONDED TO	
ACCOUNT NO	
TITLE DEEDS HELD BY	
<b>PURCHASE PRICE</b>	
AMOUNT	
DEPOSIT	DUE BY:
BALANCE	DUE BY:
TIME PERIOD FOR BOND	
BANK GRANTING BOND	
<b>OCCUPATION</b>	
DATE OF OCCUPATION	
OCCUPATIONAL INTEREST	
<b>ESTATE AGENCY INVOLVED</b>	YES / NO
NAME & ADDRESS OF AGENCY	
NAME OF AGENT	
COMMISSION PAYABLE	
<b>NAME OF MANAGING AGENTS (Sectional Title Properties)</b>	
MONTHLY LEVY	
<b>BORER CERTIFICATE</b>	YES/NO
WHO APPLIES AND WHO PAYS	
<b>ELECTRICAL CERTIFICATE</b>	
WHO APPLIES AND WHO PAYS	
<b>GAS APPLIANCE CERTIFICATE</b>	YES / NO
DETAILS OF APPLIANCES	
WHO APPLIES AND WHO PAYS	

<b>ELECTRIC FENCE CERTIFICATE</b>	YES / NO
DETAILS OF ELECTRIC FENCE	
WHO APPLIES AND WHO PAYS	
<b>NOTICE PERIOD IF BREACH</b>	NUMBER OF DAYS TO REMEDY BREACH (eg. 7 / 10 / 15 )?
<b>MORA INTEREST RATE</b>	
<b>FIXTURES &amp; FITTINGS</b>	LIST ANY TO REMAIN AND LIST ANY TO BE REMOVED
<b>SPECIAL CONDITIONS</b>	

**PURCHASERS AND SELLERS ARE REQUESTED TO PROVIDE COPIES OF THE FOLLOWING DOCUMENTS, AS APPLICABLE**

1. First page of Identity Document
2. Marriage Certificate
3. Antenuptial Contract
4. Memorandum and Articles of Association (MOI), Certificate to Commence Business, CM22 and CM29 – for Company
5. Founding Statement CK1 / CK2 – for Close Corporations
6. Deed of Trust and Letters of Authority – for Trusts
7. Utility/clothing/mobile phone account not older than 3 months reflecting residential address – for individuals
8. Proof of business address – for Companies, Close Corporations and Trusts AND for each Member/Director/Trustee
9. Income Tax number for individuals AND for each Member/Director/Trustee
10. Rates Account
11. Levy Statement
12. VAT number