



Documents required when selling a property

Information and documents to be provided to your agent prior to the marketing of your apartment

- Your title deed
- The owners' identity documents
- **For a company :**
 - The registry extract (*Kbis*) and the articles of association
 - The identity documents of the legal representative and the beneficial owner
- The energy performance diagnosis (DPE) and the certificate of surface area according to the "Carrez" law*
- Your last property tax notice (*Avis des Taxes Foncières*)
- The minutes of the general meetings of the last 3 years
- The annual statement of charges for the last 3 years
- The residents' building regulations for a co-owned residence

*The complete diagnostic file must be provided at the time of the preliminary contract. However, it is strongly recommended that the file is compiled at the time of marketing as this will be useful for potential buyers.

Information and documents to be provided to your agent prior to the marketing of your villa or chalet

- Your title deed
 - The owners' identity documents
 - **For a company :**
 - The registry extract (*Kbis*) and the articles of association
 - The identity documents of the legal representative and the beneficial owner
 - The energy performance diagnosis (DPE)*.
 - Your last property tax notice (*Avis des Taxes Foncières*)
- Where applicable :**
- For work carried out: Building permit or preliminary declaration, certificate of conformity, damage insurance
 - Information relating to sanitation
 - Pool protection system
 - For a domain, the residents' regulations

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