

Documents needed to commence a sale

We will ask you to sign a legally binding Contrato de Mediação to commence the sale. This is a document required under law stating the terms of agreement, the details of the property, the price sought, and the commission that is to be paid to the Agent.

In addition to this we will need the following documents in which your lawyer will be able to provide copies:

- A copy of the property plans
- A copy of the Habitation License – applicable to all property constructed after 1951. Note: other documents may be required.
- A copy of the Certificate of the ‘insertion in the records’ of the Land Conservatory
- A copy of the Caderneta Urbana from the Tax Office
- A copy of the Escritura you were given when you originally purchased the property
- A copy of the last payment of the Contribuição Autárquica
- A copy of the ID and your Contribuição Fiscal (obtain this from the Tax Office) for each owner named on the Escritura document
- A copy of any maintenance agreement and any regulations related to the re-sale or restrictions imposed by a developer

If you are buying a property defined as a ‘Rural’ property you’ll need an additional document that is a full description of the rural parts of the property:

- A copy of the Caderneta Rústica from the Tax Office



A MEMBER OF THE PRIME PROPERTIES GROUP