

The most important documents when **selling a house** (without claiming to be complete)

1. meaningful real estate exposé with photos,
2. dimensioned floor plan of all floors with living space calculation,
3. building description/building plans (possibly from the building archive),
4. building inspection, certificate of building permit (for newer houses),
5. development plan (if available),
6. current official cadastral map,
7. energy certificate (consumption or demand certificate, depending on year of construction and modernisation status of the house),
8. current excerpt from the land register (not older than 3 months), possibly excerpt from the land file,
9. a list of the modernisation measures carried out and, in the case of warranties, existing invoices,
10. excerpt from the building encumbrance register,
11. possibly a current certificate of development contribution

The most important documents when **selling a flat** (without claiming to be complete)

1. meaningful real estate exposé with photos,
2. dimensioned floor plan of the flat with calculation of the living space,
3. current official cadastral map of the house,
4. energy certificate of the house,
5. current excerpt from the land register (not older than 3 months), possibly excerpt from the land file,
6. a list of the modernisation measures carried out on the flat, and, in the case of warranties, the corresponding invoices,
7. minutes of the community of owners (at least the last 3),
8. declaration of division with all addenda and appendices, in particular partition plan and certificate of seclusion,
9. the statements of charges (at least the last 3),

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#### 10. the current business plan

Please note that even more documents may be necessary, depending on the requirements of the property or the bank.