Operating licence No. 294 / 22.10.2025

INFORMATION SHEET · REQUIRED DOCUMENTS

Property exchange agreement

Documents required to prepare the notarial file

01 Valid identity documents for the signatories.

02 Title documents and land register details for the property.

03 Available cadastral documentation and registration decisions.

04 Civil status documents relevant to establishing the holders of the rights.

05 Identification of both properties and the parties' agreement on any difference in value.

PLEASE NOTE

The office establishes the tax documents, land register checks and consents required for each property.

IMPORTANT

Original documents must be presented on the signing date. Additional documents may be requested after the file is reviewed. Send the documents no later than the day before the notarial procedure, after the office has confirmed the requirements.

This checklist is for guidance and does not replace the notary public's review of the file.

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