Operating licence No. 294 / 22.10.2025

INFORMATION SHEET · REQUIRED DOCUMENTS

Transfer of property in satisfaction of a debt

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 The document evidencing the debt and the agreement to discharge it.

06 The creditor's details and information about any security.

PLEASE NOTE

State whether the request relates to a bank loan and send the agreement and relevant correspondence.

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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