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### Data sheet for the preparation of a real estate purchase contract

We need the following information for the preparation of the planned transaction. Please fill in the data sheet as far as possible and send it to us signed.

**Due to legal requirements we have to keep copies of the identification documents of the contracting parties in our files. Therefore, please attach a copy of your identification documents (identity card or passport) for each person to the data sheet.**

Details of Seller	Seller 1	Seller 2 (if applicable)
Surname		
First name(s)		
Birth name (if applicable)		
Birth Date		
Address (Street and no.)		
Postcode, Location		
Phone no.		
E-Mail		
nationality		
Tax identification number		
Marital status	<input type="checkbox"/> single <input type="checkbox"/> divorced <input type="checkbox"/> married <input type="checkbox"/> widowed	<input type="checkbox"/> single <input type="checkbox"/> divorced <input type="checkbox"/> married <input type="checkbox"/> widowed
Marital property	<input type="checkbox"/> married without a marriage contract <input type="checkbox"/> community of property <input type="checkbox"/> separation of property	<input type="checkbox"/> married without a marriage contract <input type="checkbox"/> community of property <input type="checkbox"/> separation of property
Commercial seller	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no

<b>Details of Buyer</b>	<b>Buyer 1</b>	<b>Buyer 2 (if applicable)</b>
Surname:		
First name(s):		
Birth name: (if applicable)		
Birth Date:		
Address (Street and no.):		
Postcode, Location:		
Phone:		
E-Mail:		
Nationality:		
Tax identification number:		
Ownership interest:	<input type="checkbox"/> Sole Ownership <input type="checkbox"/> Co-owner of    %	<input type="checkbox"/> Co-owner of    %
Marital status:	<input type="checkbox"/> single <input type="checkbox"/> divorced <input type="checkbox"/> married <input type="checkbox"/> widowed	<input type="checkbox"/> single <input type="checkbox"/> divorced <input type="checkbox"/> married <input type="checkbox"/> widowed
Marital property:	<input type="checkbox"/> married without a marriage contract <input type="checkbox"/> Community of property <input type="checkbox"/> Separation of property	<input type="checkbox"/> married without a marriage contract <input type="checkbox"/> Community of property <input type="checkbox"/> Separation of property
Commercial buyer:	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no

<b>Details of Real Property</b>	
District court:	Land register of (Grundbuch): Folio(Blatt):
Location/Address:	
Movables to be sold with the real property (e.g. a built-in kitchen):	
Type of real property:	<input type="checkbox"/> Condominium <input type="checkbox"/> Property with residential building <input type="checkbox"/> Vancanty Land <input type="checkbox"/> Parking lot/ Garage
Listing of Units	<input type="checkbox"/> Apartment Units _____ <input type="checkbox"/> Parking Units _____ <input type="checkbox"/> Garage Units _____

<b>Details of the Property:</b>	<input type="checkbox"/> _____ Apartment(s) is(are) unused(empty)  <input type="checkbox"/> _____ Apartment(s) are occupied by the seller, but shall be vacated by _____  <input type="checkbox"/> _____ Apartment(s) rented; tenancy agreements are taken over by the buyer  Tenants (apartment/garage no. _____) with a basic rent of _____ plus _____ incidental costs. Has been a tenant since _____:  Tenants (apartment/garage no. _____) with a basic rent of _____ plus _____ incidental costs. Has been a tenant since _____:  Tenants (apartment/garage no. _____) with a basic rent of _____ plus _____ incidental costs. Has been a tenant since _____:  Tenants (apartment/garage no. _____) with a basic rent of _____ plus _____ incidental costs. Has been a tenant since _____:  <input type="checkbox"/> _____ Apartment(s) rented - list of tenants and rents according to the attachment
<b>Rent deposit paid:</b>	<input type="checkbox"/> no  <input type="checkbox"/> yes Apartment No. _____ amount paid in Euro _____ Apartment No. _____ amount paid in Euro _____ Apartment No. _____ amount paid in Euro _____ Apartment No. _____ amount paid in Euro _____  <input type="checkbox"/> List of Rent deposits according to the attachment
<b>Are there property-related contracts (building management contracts, supply and disposal contracts) that are transferred to the buyer?</b>	<input type="checkbox"/> no  <input type="checkbox"/> yes –please attach listing

<b>Purchase price details</b>	
<b>Purchase price in euro:</b>	
<b>Purchase price attributed to co-sold movables:</b>	
<b>Desired due date (usually not earlier than 4-6 weeks after notarization):</b>	
<b>Bank account of Seller(s):</b>	
<b>IBAN:</b>	

<b>Other</b>	
<b>Name and Address of the administrator(for Condominium):</b>	
<b>Does any party have problems to read and understand German?</b>	<input type="checkbox"/> <b>yes; Name:</b> <input type="checkbox"/> <b>no</b>

The seller gives his consent to the inspection of the land register by the appointed notary.

The buyer instructs the notary to draw up a draft of the contract of sale according to the above data. He is aware that drafting the contract can incur notarial fees, even if the contract is not notarized.

\_\_\_\_\_, the \_\_\_\_\_

\_\_\_\_\_  
 Seller

\_\_\_\_\_  
 Buyer