

**LEXJAHNEL – Abogados**  
SALE – PURCHASE QUESTIONNAIRE

Please fill in and send back via: Fax: +34-971-495390 38 or E-mail: info@lexjahnel.com or Post: LexJahnel Abogados – Matthias Jahnel, LL.M., C/Can Arboç, nº 1 - bajos, E-07002 Palma de Mallorca

**Applicant Information**

Name:		Date of birth:	Marital status:
Nationality:	Name of spouse:	Name of father:	Name of mother:
Current address:			
City:	ZIP Code:	Tel:	
Fax:	Other:	Email:	
Passport number:	Spanish NIE: <input type="checkbox"/> NO	Are you resident in Spain?	

**Financial Situation**

Account details in Spain:	Bank:	CCC:
Do you need to finance the purchase?	Amount needed:	Have you already contacted a Bank? <input type="checkbox"/> YES <input type="checkbox"/> NO

**Co-applicant Information**

Name:		Date of birth:	Marital status:
Nationality:	Name of spouse:	Name of father:	Name of mother:
Current address:			
City:	ZIP Code:	Tel:	
Fax:	Other:	Email:	
Passport number:	Spanish NIE: <input type="checkbox"/> NO	Are you resident in Spain?	

**Financial Situation**

Account details in Spain:	Bank:	CCC:
Do you need to finance the purchase?	Amount needed:	Have you already contacted a Bank? <input type="checkbox"/> YES <input type="checkbox"/> NO

**About the property you wish to purchase**

Address of property:	
Name of agent / seller & contact details:	
Agreed purchase price in Euro:	When is the desired purchase date? dd/mm/yy
Have you thoroughly checked the property? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you wish a survey on the property? <input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have any observations? <input type="checkbox"/> YES <input type="checkbox"/> NO - If <b>YES</b> please state details!	
Do you acquire the real estate with furniture? <input type="checkbox"/> YES <input type="checkbox"/> NO - If <b>YES</b> please include itemized list.	
Have you already signed any document regarding the property? <input type="checkbox"/> YES <input type="checkbox"/> NO - If <b>YES</b> please attach.	
Have you paid any amounts towards the agent or seller? <input type="checkbox"/> YES <input type="checkbox"/> NO - If <b>YES</b> please specify:	
Is there anything else you would like to tell/ask us?	
Do you need a Will / Testament in Spain? <input type="checkbox"/> YES <input type="checkbox"/> NO	

**Where did you hear about LexJahnel – Abogados?** Internet Agent Friends Press Others

**Please specify:**

Thank you!



**List of documents to be provided**  
**(Only if you are already in possession of them)**

- Copy of your passport or *Residencia*,
- Copy of your N.I.E.
- Copy of your *Escritura publica* - public deed of purchase
- Copy of payment of the IBI (yearly property tax)
- Prove of payment of invoices of all suppliers (gas, electricity, water, telephone, etc.) until the date of sale
- Any reports on the state of the property drafted by an architect or other expert in case you possess such documents
- Any inventory
- Any documents you signed regarding the sale
- Any receipts you received for payments made

**IMPORTANT NOTICE**

**IMPORTANT:** In case you finance the purchase please be aware that Spanish banks do under normal circumstances only provide up to **80%** of the property price. Mortgages **cannot** be used to pay the **deposit of 10%** due upon signing the pre - contract (option) **nor** do Spanish **mortgages cover the external purchase costs**, which may reach **10%** of the purchase price.

**IMPORTANT:** Once you have decided to buy Spanish real estate, a pre – contract (option) will be signed with the seller in order to take the property off the market for a certain period (normally 1 – 3 months). This option gives you time to organise payments and prevents the seller from vending the property you are interested in to a third party. The consideration payable varies between **10 – 15%** and is payable upon signing the pre – contract (option). Hence, once you decided to buy the property this amount has to be provided **on very short notice** and should have been transferred to Spain before the signing of the contract of option takes place.

It is also very important that you inform me as soon as possible on whether or not you require a survey on the property. Such a survey will take up to two weeks to be completed and should be organized without any delay. The costs of a survey vary and are dependent on the size of the property, but should not exceed € 1,200.00, which will be disbursed by you. It is advisable to order such a survey if you have not seen the property or will not visit the property before the actual purchase.

**Please send all information to:**

**LexJahnel – Abogados**  
**Matthias Jahnel, LL.M.**  
**C/Can Arboç, nº 1 - bajos**  
**E- 07002 Palma de Mallorca**  
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