

Seller

1. **AGENT'S COMMISSION**
2. **PENALTY BOND INTEREST**

- If 3 months' written notice is not given to the bank to cancel the seller's bond.
- Approximately one month's bond instalment for each month of notice not given.

3. **BOND CANCELLATION FEE**

- Fees range from R 4000 to R 5000; if more than one bond is cancelled, the fee increases as per the applicable sliding scale.

4. **RATES AND SERVICES**

- Any arrears, current amounts owing and a 60 day advance collection amount

5. **LEVY AMOUNTS OWING TO BODY CORPORATE OR HOMEOWNERS ASSOCIATION**

6. **CERTIFICATES**

- Electrical (if applicable)
- Beetle (if applicable)
- Plumbing (if applicable)
- Gas (if applicable)
- Electric fence installation (if applicable)

7. **CERTIFIED COPY OF TITLE DEED:**

- Fees range from R 2000 upwards, depending on the number of copies required

8. **REPAIRS AGREED TO.**

9. **OTHER**

- Financial undertakings for seller
- Bridging finance for seller
- Obtain directive from SARS (withholding tax scenario)
- Repatriation of funds
- Foreign investment abroad

PURCHASER

1. **TRANSFER COSTS**

- Transfer duty - payable to the conveyancers approximately a month before transfer
- No transfer duty payable if the seller is VAT registered and the sale forms part of the seller's Vatable enterprise. Purchase price will either be recorded in contract as inclusive or exclusive of VAT.
- The account to purchaser may include the cost of obtaining a homeowners' association consent to transfer
- Rates clearance certificate
- Levy clearance certificate (in sectional title transfers)
- Cost of rates clearance certificate
- Cost of levy clearance certificate (in sectional title transfers)

2. **BOND COSTS (if registering a bond)**

3. **TRIPARTITE AGREEMENT (if applicable)**

4. **CONVEYANCER'S CERTIFICATE**

5. **REMOVING TITLE RESTRICTIONS**

- A title deed restriction is any condition registered against a land title deed restricting the use, development or division of the land. May be required if purchaser intends subdividing or renovating.

6. **OCCUPATIONAL RENTAL**

- If purchaser moves in before transfer
- Always try and provide for a figure in the Agreement of Sale, even if occupation is on transfer

7. **PLANS**

- If agreement does not oblige Seller to deliver copies of approved plans, Purchaser must incur costs.