



RICHARDS LEGAL ABV
SXM NOTARY RICHARDS

Front Street 5 unit 4, Philipsburg, Sint Maarten
+1721 5426817

Requirements for Transfer of Immovable properties

1. Client form (Seller and Buyer)
2. Certified copy of passport (Buyer and Seller)
3. Proof of address (civil registration from and utility bill) (Buyer and Seller)
4. Sale and Purchase Agreement (including description of property and purchase price)
5. Appraisal report (no older than 1 year)
6. Inform if Buyer is taken a mortgage (mention Bank)
7. Proof of last payment of the Homeowners Association Fees from Seller (if applicable)
8. Proof of last payment of Ground rent for long lease (if applicable)
9. Deposit of USD 2000-, to start the process

If the Seller is an heir of an estate:

1. Certificate of inheritance or Issuance of Bequest (Legal opinion)
2. Death certificate
3. Relation to deceased

If the Buyer or Seller is a Company:

1. Updated Chamber excerpt (no older than 3 months)/Certificate of incumbency if Company is foreign (Certified)
2. Articles of incorporation (True Copy)
3. Shareholders register (original)
4. Resolution from Shareholders to Buy/ Sell property
5. Filled client form, copy passport, proof of address of the director of the company

The Process will start, once the down payment has been paid to SXM Notary Richards Escrow account. The general condition of SXM Notary Richards is applicable to all services rendered by SXM Notary Richards.