

Terrace End Law.

THE PROCESS YOU CAN EXPECT IF YOU ARE SELLING A COMMERCIAL PROPERTY WITH US

BEFORE YOUR AGREEMENT IS NEGOTIATED/BECOMES “UNCONDITIONAL”, PLEASE DO THE FOLLOWING:

- ___ Once Agreement for Sale and Purchase has been signed, please forward original copy of Agreement to our office.
- ___ Return Account Opening Forms fully completed (if any) sent to you.
- ___ In accordance with your Agreement, please organise the following (for example and as required):
 - Liaise with your bank about proposal to sell property (and bank repayment).
 - Ensure you have an up-to-date warrant of fitness for your building (if one is required).
- ___ We will let you know when we hear news of the satisfaction of the conditions.

AFTER YOUR AGREEMENT HAS BECOME “UNCONDITIONAL”

- ___ Purchaser will be obliged to pay deposit (if applicable) in accordance with Agreement.
- ___ We will make appointment at our office to sign conveyancing documents, Land Transfer Tax Statement.
- ___ Bring with you passport or New Zealand driver's licence for identification purposes.
- ___ If surplus funds are available to you after settlement – please provide deposit slip or written instructions for payment of these funds to your bank account.