

# DOCUMENTS REQUIRED FOR THE SALE OF YOUR PROPERTY

## BEFORE SIGNING THE BROKERAGE CONTRACT

- Deed of sale
  - Deed of loan or credit line, if applicable
  - Certificate of location
  - Tax bills (municipal & school)
  - Annual energy costs
  - Bills & details of all renovations, if applicable
  - Service & maintenance contracts (alarm, furnace, etc.)
  - Any warranties, if applicable
  - Cost & confirmation of any rented equipment (hot water heater), if applicable
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## CO-OWNERSHIP SECTION

- Co-ownership or undivided agreement
  - Minutes of the meetings
  - Financial statements
  - Copy of condo fees for the unit
  - Contacts info for condo association management
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## OTHER PERTINENT DOCUMENTS (IF APPLICABLE)

- Renovation bills
  - Power of attorney or company resolution
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## POTENTIAL COSTS

- New certificate of location, if applicable
  - Notarial fees (servitudes and acquittance)
  - Broker's commission (+GST/PST)
  - Mortgage penalty, if applicable
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## OTHER

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