



DR. JENS HEINIG
NOTARY

ORDER FOR THE PREPARATION OF A PURCHASE CONTRACT

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To prepare your land purchase contract, please fill out this form on screen or by hand and submit it by mail, fax, email or bring it by! Thank you very much!

- **Data seller:**

Seller 1:**Seller 2:**

Last name:

First name:

Birth name:

Date of birth:

Street/No.:

ZIP Code/Place:

German language skills: ☐ Yes ☐ No, translation☐ Yes ☐ No, translationFamily status: ☐ unmarried ☐ married
☐ divorced ☐ widowed☐ unmarried ☐ married
☐ divorced ☐ widowedonly if married: ☐ Community of accrued gains
Matrimonial regime: ☐ Separation of property
☐ Community of property
☐ Foreign regime (→ S. 2)☐ Community of accrued gains
☐ Separation of property
☐ Community of property
☐ Foreign regime (→ S. 2)

E-Mail:

Telephone (daytime):

Tax ID number:
(11 digits)*(Please indicate any additional sellers on a separate sheet or by email!)*

- **Data buyer:**

Buyer 1:**Buyer 2:**

Last name:

First name:

Birth name:	<input type="text"/>	<input type="text"/>
Date of birth:	<input type="text"/>	<input type="text"/>
Street/No.:	<input type="text"/>	<input type="text"/>
ZIP Code/Place:	<input type="text"/>	<input type="text"/>
German language skills:	<input type="radio"/> Yes <input type="radio"/> No, translation	<input type="radio"/> Yes <input type="radio"/> No, translation
Family status:	<input type="radio"/> unmarried <input type="radio"/> married <input type="radio"/> divorced <input type="radio"/> widowed	<input type="radio"/> unmarried <input type="radio"/> married <input type="radio"/> divorced <input type="radio"/> widowed
only if married:	<input type="radio"/> Community of accrued gains	<input type="radio"/> Community of accrued gains
Matrimonial regime:	<input type="radio"/> Separation of property	<input type="radio"/> Separation of property
	<input type="radio"/> Community of property	<input type="radio"/> Community of property
	<input type="radio"/> Foreign regime (→ S. 3)	<input type="radio"/> Foreign regime (→ S. 3)
E-Mail:	<input type="text"/>	<input type="text"/>
Telephone (daytime):	<input type="text"/>	<input type="text"/>
Tax ID number: (11 digits)	<input type="text"/>	<input type="text"/>

(Please indicate any additional buyers on a separate sheet or by e-mail!)

• **If seller or buyer married (even if the spouse is not involved!):**

This information is important so that we can determine whether foreign marriage law may apply. This may provide for special features that we must take into account when drafting the purchase agreement so that you can sell or acquire the property in a legally secure manner!

Please tell us in each case in which country your habitual residence (center of life) was/is located and what nationality you had/have:

Seller:

Date of marriage of the seller(s):

(Please always fill out all information for both spouses, even if only one spouse is selling!)

Name	<input type="text"/>	<input type="text"/>
Habitual residence at the time of marriage	<input type="text"/>	<input type="text"/>
Habitual residence now	<input type="text"/>	<input type="text"/>
Nationality at the time of marriage	<input type="text"/>	<input type="text"/>
Nationality now	<input type="text"/>	<input type="text"/>

Buyer:

Date of marriage of the buyer(s):

(Please always fill out all information for both spouses, even if only one spouse is purchasing!)

Name	<input type="text"/>	<input type="text"/>
Habitual residence at the time of marriage	<input type="text"/>	<input type="text"/>
Habitual residence now	<input type="text"/>	<input type="text"/>
Nationality at the time of marriage	<input type="text"/>	<input type="text"/>
Nationality now	<input type="text"/>	<input type="text"/>

- Data of the object of purchase:**

Land register of the local court:

of (land register district):

Sheet number:

Example: Langenfeld Local Court, land register of Monheim, sheet 123456789

(If you do not have this information, please let us know the owner, his date of birth and address, so that we can find the land register data for you!)

In the case of condominium ownership:

Name and address of the administrator:

Amount of the monthly rent payment (Hausgeld): EUR

proportionate maintenance reserve: EUR(Stand: 20)**In the case of hereditary building right:**

Amount of the ground rent:

EUR

☐

monthly

☐

yearly

- Amount of the purchase price:**

EUR

- Seller account details**

IBAN:

Bank:

IBAN:

Bank:

- **Movable items**, that you want to sell or buy (for example: kitchen equipment, furniture, carpets, lights, air conditioning, curtains, lawn mowers).
Please also let us know what part of the purchase price is attributable to the movable items. The buyer does not pay real estate transfer tax on this part of the purchase price.

In the above purchase price with EUR
are included the movable items listed below:

-	
-	
-	
-	

- **Any defects** of the object of purchase that are known to you.

These should be mentioned in the deed for clarification for both sides.

-	
-	
-	

- **Is the object rented?:** ☐ Yes ☐ No

Does the buyer take over the lease: ☐ Yes ☐ No

or should the tenant move out by a certain date? Yes, by the

In case of planned move-out: Is the tenancy legally terminated? ☐ Yes ☐ No

In case of takeover: Has the tenant provided a rental security deposit? ☐ Yes ☐ No

In case of takeover: Have there been operating cost account statements so far? ☐ Yes ☐ No

Does the seller still live in the property himself? ☐ Yes ☐ No

If yes: eviction by seller until

Should buyer be allowed to renovate ahead of time, possibly for down payment? ☐ Yes ☐ No

If a down payment is required: Amount EUR

- **Possible special features:**

-	
-	
-	
-	
-	

Note: Please note the line lengths of this order form and feel free to submit more detailed descriptions on a separate sheet or by e-mail! Thank you very much!

Note: If the contract is not notarized, each signatory is fully liable for the drafting costs.

Place, date

Signature/s of seller

Place, date

Signature/s of buyer
