

## **NECESSARY DOCUMENTATION OF THE SELLER OR LESSOR TO PUT YOUR PROPERTY FOR SALE OR RENT.**

If you would like to use our company's services for sale or rent your property, we will need the following documents:

- Copy of the valid first Occupancy Certificate.
- A copy of the current energy performance certificate.
- The order of sale/ rental signed by all owners with permission to sell or rent the property.
- Email and phone number.
- Copy of the Simple Note of the Property Registry.
- Copy of identification documents of all owners.
- In case of short-term rental, a copy of the tourist license.
- If you want to entrust us with a set of keys to access your property, then we need a signed document from all the owners with permission to store the keys and make visits with potential buyers or tenants, in order to carry out the sale or lease of his living place.

Thanks to our client relationship management software, you will be able to control the visits made at any time, see the file of your property and carry out absolute control of the promotion of your property.

