STBB The Big Small Firm

THE TRANSFER PROCESS: 12 STEPS









2. CONVEYANCER **ACKNOWLEDGES RECEIPT. CONTACTS PARTIES, AND** ATTENDS TO FICA COMPLIANCE



3. DEPOSIT IS REQUESTED AND **BOND APPROVAL IS PURSUED, IF APPLICABLE**













6. PARTIES SIGN TRANSFER DOCUMENTS: PURCHASER SIGNS BOND DOCUMENTS. IF **APPLICABLE**



4. BOND CANCELLATION FIGURES ARE REQUESTED FROM THE SELLER'S BANK, IF **APPLICABLE**





7. PURCHASER PAYS TRANSFER DUTY AND TRANSACTION COSTS







- 3. Compliance certificates.
- 4. Original title deed from seller, if applicable.



9. RECEIVE RATES CLEARANCE. LEVY CLEARANCE, AND **COMPLIANCE CERTIFICATE/S**











11. DOCUMENTS ARE **LODGED IN THE DEEDS OFFICE**





10. RECEIVE TRANSFER **DUTY RECEIPT/EXEMPTION CERTIFICATE AFTER PAYMENT** IS MADE TO SARS

Disclaimer: The information provided herein is a general guideline only and processes are adapted as dictated by circumstances.

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