

SELLER

1. AGENT'S COMMISSION

2. RATES AND SERVICES:

Any arrears, current amounts owing, and a 60-day advance collection amount.

3. CERTIFIED COPY OF MISPLACED TITLE DEED:

Fees range from R2 500 upwards, depending on the number of deeds to be replaced.

4. IF THE PROPERTY IS BONDED:

4.1 PENALTY BOND INTEREST

If 3 months' written notice is not given to the bank to cancel the seller's bond, a cancellation penalty is payable. It equates to approximately one month's bond instalment for each completed month of notice not given (or *pro rata* thereof).

4.2 BOND CANCELLATION FEE:

- Fees range from R4 000 to R5 000.
- If more than one bond is cancelled, the fee increases as per the applicable sliding scale.
- Note: Formal cancellation of the bond is required, even if the bond has a nil balance.

5. LEVY AMOUNTS OWING TO THE BODY CORPORATE OR HOMEOWNERS' ASSOCIATION

6. COMPLIANCE CERTIFICATES:

- Electrical (in order if issued under 2 years ago and no changes made to the installation).
- Beetle (if applicable).
- Plumbing (if applicable).
- Gas (if applicable).
- Electric fence installation (if applicable).
- Approximately R5 000 for all five certificates if no repairs are necessary.

7. ANY REPAIRS AGREED TO IN THE AGREEMENT

8. OTHER:

- Financial undertakings for the seller.
- Bridging finance for the seller.
- Obtaining a tax directive from SARS (if withholding tax is payable).
- Repatriation of funds.
- Foreign investment abroad.

PURCHASER

1. TRANSFER COSTS:

- Conveyancing fees, as per the tariff.
- Transfer duty is payable to SARS approximately one month before transfer.
- No transfer duty is payable if the seller is registered for VAT and the sale forms part of their enterprise.
- In the agreement, the purchase price will either be recorded as inclusive or exclusive of VAT.
- The purchaser's account may include the cost of obtaining a homeowners' association's consent to transfer.
- Cost of rates clearance certificate.
- Cost of levy clearance certificate (in sectional title transfers).

2. BOND COSTS (IF REGISTERING A BOND)

3. CONVEYANCER'S CERTIFICATE RE TITLE DEED RESTRICTIONS:

May be required if the purchaser intends to subdivide or renovate the property.

4. OCCUPATIONAL RENTAL:

- Payable if the purchaser moves in before transfer.
- It is best practice to provide for a figure in the agreement even if occupation is on transfer.

5. PLANS:

If the agreement does not oblige the seller to deliver copies of approved building plans, the purchaser will incur the costs thereof.