



OFFICE OF NOTARY PUBLIC GABRIELA CHIRAN
PITEȘTI, ARGEȘ COUNTY
Republicii Street, Centre Area, block E3a, entrance G, ground floor
Telephone/fax 0248/221777
PERSONAL DATA OPERATOR NUMBER 3421

DOCUMENTS NECESSARY FOR THE CONCLUSION OF AGREEMENTS FOR SALE OF LANDS/REAL PROPERTY

1. TITLE DEEDS: agreement for sale, title deed and building contract; exchange contract; grant agreement; life estate and caretaking; certificate of inheritance; deed of voluntary division; court judgement as the case may be. If payment is made in instalments, proof of payment of price in full and certification for deregistration of mortgage/lien.

2. REGISTRATION CERTIFICATE + TAX CERTIFICATE, issued by the Town Hall – valid until the end of the month, for the month when the same are issued; if they are issued after the 25th day of the month, the same are valid through the entire following month.

3. LAND REGISTRY ABSTRACT/ENCUMBRANCE CERTIFICATE, issued by the Land Registry Office (necessary documents: copy of title deed, stamp duty amounting to Lei 40/Lei 100 for the Land Registry Abstract/Encumbrance Certificate and standard application form). – valid for 5 days. *To be applied for by the Notary Public.*

4. CADASTRAL DOCUMENTATION, drawn up by a licensed expert, endorsed by the OCPI (Cadastrre and Land Registration Office) of Argeș

5. BUILDING PERMIT and TOWN PLANNING CERTIFICATE (for houses, buildings, registered offices, etc.) or **CERTIFICATION** issued by the Town Hall proving that the real property concerned has been built more than 30 years before ago.

6. TOWN PLANNING CERTIFICATE – for division, consolidation, partition, easement regarding lands inside the built-up area.

7. IDENTITY CARDS of the sellers and buyers.

8. SPECIAL POWER OF ATTORNEY, if any of the parties cannot appear personally upon signing and notarising the agreement.

9. DECISION ON GUARDIAN, by which the sale/purchase is approved and the person signing the agreement instead of the minor child is appointed. Such decision is issued by the town hall in the place of residence of the minor child.