PROPERTY SALE

LIST OF DOCUMENTS TO PROVIDE TO THE *NOTAIRE*

Documents relating to the seller

- copy of your identity card, passport or residence permit
- bank account details (RIB)
- the duly completed seller questionnaire available here
- copy of your PACS agreement or marriage contract, where applicable

Documents relating to the buyer

- copy of your identity card, passport or residence permit
- bank account details (RIB)
- the duly completed buyer questionnaire available here
- copy of your PACS agreement or marriage contract, where applicable

Documents relating to the property

- title deed
- property tax notice (*taxe foncière*)
- latest electricity, water and gas bills, where applicable (to facilitate meter readings before completion)
- technical diagnostic reports applicable to the property:

Report / check	Property concerned	Validity
Lead	Residential property (building permit issued before 1 January 1949)	Unlimited, or 1 year if lead is found
Asbestos	Building (building permit issued before 1 July 1997)	3 years, unless no asbestos is found: unlimited
Termites	Built property, or unbuilt but developable land, located in an area designated by the Prefect as contaminated or liable to be contaminated	6 months
Gas	Residential property with a gas installation more than 15 years old	3 years
Risks	Built or unbuilt property located in an area affected by one or more major risks	6 months

	(natural, technological and mining risks, seismicity, radon, coastal erosion, soil pollution, legal obligations to clear vegetation - OLD)	
Energy performance	Building equipped with a heating installation	10 years
Energy audit	Individual or collective residential buildings, excluding co-ownership properties, rated E, F or G under the DPE (F and G in overseas territories)	5 years
Electricity	Residential property with an electrical installation more than 15 years old	3 years
Drainage / sanitation	Residential property not connected to the public wastewater collection system. Residential property connected to the public wastewater collection system	3 years 10 years
Dry rot (*mérule*)	Built property in an area covered by Article L. 131-3 of the French Construction and Housing Code	6 months
Noise	Residential property, or mixed professional and residential property, in an area covered by Article L. 112-6 of the French Planning Code	Duration of the plan
Wood heating	Built property equipped with a wood-burning heating appliance and located within the perimeter of an atmospheric protection plan under Article L. 222-4 of the French Environmental Code	Refer to the Prefectural Order
Orders relating to unfit housing and safety measures	Built property subject to official orders because of defects or hazards affecting it	Unlimited
Carrez Law measurement	All residential co-ownership properties	Unlimited if the premises have not been altered

- if the land is being divided:
  - division plan
  - boundary survey report (*procès-verbal de bornage*)
- if the property is held in co-ownership (*copropriété*):
  - name and address of the co-ownership managing agent (*syndic*)
  - co-ownership regulations and any amendments
  - plan of the co-ownership lots
  - minutes of the general meetings for the last three years
  - building maintenance log
  - service-charge calls for the last three quarters
  - overall technical assessment (*diagnostic technique global*), if one has been carried out
  - general meeting authorisation for any works affecting the common parts (roof, load-bearing walls, etc.)

  - asbestos and lead reports relating to the common parts

If you do not have these documents, the notarial practice can obtain them from the syndic. As regards the co-ownership regulations and all amendments (and the title deed, where applicable), if you do not have copies, you will be asked to provide an advance for costs so that they can be obtained, for a fee, from the French Land Registration Service (service de la publicité foncière).

- if the property is situated in a housing development (*lotissement*):
  - name and address of the president of the owners' association (*association syndicale libre*), if any
  - articles/rules of the owners' association, if any
  - latest service-charge demand from the owners' association, where applicable
  - copy of the development regulations (*règlement de lotissement*)
  - copy of the specifications/covenants (*cahier des charges*), where applicable
- if the property is let:
  - copy of the tenancy agreement
  - check-in inventory / condition report
  - last three rent receipts
  - amount of the security deposit
- if the property was let before being placed on the market:
  - previous tenancy agreement
  - check-out inventory / condition report
  - tenant's notice, or notice to sell / notice to recover possession served by the owner (together with the acknowledgement of receipt or certificate of hand delivery)

Documents relating to works carried out on the property

- copies of all planning permissions and authorisations issued in respect of the property:
  - building permit
  - building permit application file and plans
  - prior declarations (*déclarations préalables*)
  - declaration of commencement of works
  - declaration certifying completion and conformity of the works
  - certificate of conformity or certificate confirming that conformity has not been challenged
- list of works carried out on the property, stating the name of the contractor who carried them out (or indicating that the works were carried out by the seller, where applicable)
- invoices for the works

- ten-year liability insurance certificates (*assurance de responsabilité civile décennale*) for each contractor who carried out works, for works completed less than 10 years ago
- structural damage insurance certificate (*assurance dommages-ouvrage*) and evidence that the insurance premiums have been paid
- for works carried out from 1 January 2023 onwards which improved the property's energy rating under the energy performance certificate (DPE): provide the property's information logbook (*carnet d'information du logement*)

Documents relating to the property's equipment

- if furniture is being sold with the property: an itemised list of the furniture, with a value attributed to each item
- list of special equipment at the property: smoke detector, gas/oil boiler, underground tank, photovoltaic panels, air conditioning, fireplace, stove, well, borehole, swimming pool
- boiler: provide a maintenance invoice dated less than one year before completion
- fireplace / stove: provide a chimney-sweeping certificate dated less than one year before completion
- swimming pool: specify the safety device in place and provide the technical instructions
  - where applicable, provide a maintenance invoice for the swimming-pool heat pump
- photovoltaic panels: provide the installation invoice and the order/decision confirming no objection to the prior declaration
- copies of any current maintenance contracts
- if there is a well or borehole:
  - provide evidence that the existence of the well has been declared to the town hall
  - if water is drawn from the well for household drinking purposes, the declaration to the town hall must be accompanied by a P1-type analysis carried out by a laboratory approved by the French Ministry of Health
  - if water from the well is distributed through a private network serving several dwellings, provide a copy of the application for authorisation submitted to the Prefecture
  - if the well is more than 10 metres deep, provide a copy of the declaration filed with the Chief Mining Engineer
- if the property has air-conditioning units with external blocks: provide the order/decision confirming no objection to the prior declaration authorising installation of the external units