

Property records for your first meeting

Available property records help us discuss your needs effectively.

Gather only the documents you have that are relevant. This checklist collects information; it does not provide a legal or tax assessment.

Property and purpose

- ☐ Property address, type and brief description of your needs
- ☐ Available land register extract or proof of ownership
- ☐ Available plans, floor areas and property description

Use and management

- ☐ Existing tenancy agreements and current rent schedule if let
- ☐ Latest available service charge or property management statements
- ☐ Existing management and service agreements

Costs and other records

- ☐ Records of completed or planned maintenance work
- ☐ Available financing overview and ongoing property costs
- ☐ For condominium ownership, available regulations and recent meeting minutes
- ☐ List of known damage, open questions and your objectives

Next steps

Tick the documents available. Note your questions and arrange a meeting with Verumo. We can identify missing documents together.