

Documents Checklist

- New certificate of admeasurement / Division of certificate of admeasurement**
 - Completed application form
 - Proof of identity (Owner and applicant)
 - Power of attorney from the property owner if applicant is acting on behalf of the owner
 - If property owner is a company, then please provide copy of Chamber excerpt not older than 6 months and ID of authorized signatory
 - Layout of # of lots identifying the parcel(s) and signed by the authorized signatory
 - Extract of ownership (internal)
 - Government property such as water rights and long lease- Meetopdracht Domain Affairs
- Stake out of property**
 - Completed application form
 - Proof of identity (Owner and applicant)
 - Power of attorney from the property owner if applicant is acting on behalf of the owner
 - If property owner is a company, then please provide copy of Chamber excerpt not older than 6 months and ID of authorized signatory
 - Extract of ownership (internal)
- Division of apartments**
 - Completed application form
 - Proof of identity (Owner and applicant)
 - Power of attorney from the property owner if applicant is acting on behalf of the owner
 - If property owner is a company, then please provide copy of Chamber excerpt not older than 6 months and ID of authorized signatory
 - Architectural drawing of draft layout of # units *
 - Extract of ownership (internal)
 - Government property such as water rights and long lease- Meetopdracht Domain Affairs




KADASTER

CADASTRE & LAND REGISTRY

Backstreet 118, Philipsburg, St. Maarten



Tel: (+1 721) 542.2286 | 542.1104

 (+1 721) 588.5000

Web: www.kadaster.sx



Email: registry@kastersxm.org

Chamber of Commerce no.: 19058

Crib no.: 430000212

* Architectural drawing (no color) should include floor plan of all floors (ground, first, basement etc). 2 cross section (A-A & B-B) etc. 4 elevation (north, west, east, south). Unit boundary lines should be clearly distinguished in comparison to other lines (thick lines).

Note: All pages should have dimensions, a north arrow, scaled, have a Notary and Kadaster box for office info.

- Historical Research:**
 - Completed application form
 - Proof of identity (Owner and applicant)
 - Family tree from the Census Office and authorization from ALL heirs are needed.
 - Authorization of all heirs where possible
 - Location of property- if available

- Undivided succession land**
 - Completed application form
 - Proof of identity (Owner and applicant)
 - Power of attorney from the property owner if applicant is acting on behalf of the owner
 - If property owner is a company, then please provide copy of Chamber excerpt not older than 6 months and ID of authorized signatory
 - Draft layout of # lots
 - Family tree from the Census Office and authorization from ALL heirs are needed.
 - Extract of ownership (internal)

Note: Other documents may be required as needed based on specific circumstances.



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Email: registry@kadastersxm.org
 Chamber of Commerce no.: 19058
Crib no.: 430000212

Surveyor
Received by:
New C/A:

Application Form

DATE	
REQUEST NUMBER	

APPLICANT

Name:

Address:

Phone:

E-mail:

OWNER

Name:

Phone:

Email:

SERVICE REQUEST

District:

Location:

- New certificate of admeasurement
- Division of existing certificate of admeasurement C/A:
- Stake out of boundaries C/A: # pts:
- Division in apartment rights C/A: # apts:
- Historical research
- Survey Topo
- Other Area m2:

Surveyors Notes:

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COSTS (To be completed internally)

Land Value per sq.m.:	ANG.....			
Estimated costs:	ANG.....	USD.....		Receipt nr.
Payment:	ANG.....	USD.....		Receipt nr.
Additional payment:	ANG.....	USD.....		Invoice nr.
Final costs:	ANG.....	USD.....		

<p>ONLY the owner of a property is entitled to request any surveying service on that property. In the case of multiple owners, each owner is required to give written consent to the applicant.</p> <p>Cancellation fee ANG. 60.- for administration charges.</p>	APPLICANT SIGNATURE:
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