

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

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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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