



# MONT-BLANC OFFICE

SCP D'OFFICES NOTARIAUX À SALLANCHES – THYEZ – CHAMONIX MONT-BLANC



SITE DE SALLANCHES

**Alban ROLLET - Benoit GRANGE - Céline GRANDJACQUES**

## DOCUMENTS TO SUPPLY FOR A PROPERTY SALE

The title deed (Acte de Vente) <i>or an indication of the signature date if you used our Notary office at the time of your purchase</i>	
Lead Diagnostic report <i>if the property was built before 1949 and it is used for the purpose of habitation</i>	
Asbestos Diagnostic report <i>if the property was built before 1997</i>	
Gas Diagnostic report <i>if the gas system is more than 15 years old and the property is used for habitation purposes</i>	
Electrical Diagnostic report <i>if the electrical system is more than 15 years old and the property is used for habitation purposes</i>	
Energy efficiency rating (DPE) <i>if the property has a heating system</i>	
Living area measurement (Diagnostic de Superficie loi Carrez) <i>if the property is in a Copropriété. This is not needed if it is a garage, a cellar or a ski locker being sold</i>	
Waste water system report (Diagnostic Assainissement) <i>if the property is used for habitation purposes</i>	
The last bill for the maintenance of the boiler	
The last bill for chimney sweeping	
<b><u>For properties in a Copropriété :</u></b> <ul style="list-style-type: none"><li>- The minutes from the last 3 years of Annual General Meetings</li><li>- The last quarterly charges bill</li><li>- The plans of the lots (if you have them)</li><li>- The contact details for the building management company (the Syndic)</li></ul>	
<b><u>For properties in a Lotissement :</u></b> <ul style="list-style-type: none"><li>- The minutes from the last 3 years of Annual General Meetings of the ASL (Association Syndicale Libre)</li><li>- The last charges bill from the ASL</li></ul>	

### SITE DE SALLANCHES

333, rue Pellissier (74700)

Téléphone : 04 50 58 00 11  
office74026.sallanches@notaires.fr  
Office ouvert du mardi au samedi de  
9h à 12h et de 14h à 18h, 17h le  
samedi

#### Notaires Associés

**Alban ROLLET**  
**Benoît GRANGE**  
**Céline GRANDJACQUES**

#### Notaires

**Séverine PERROLLAZ**  
**Florence GACHON**  
**Elsa CASAGRANDE**  
**Julie SEVE**

#### Notaire assistant

**Manon CHARPENTIER**

### SITE DE THYEZ

184 Rue des Sorbiers (74300)

**Hervé PLANTEVIN**

### SITE DE CHAMONIX MONT-BLANC

118 Rue Helbronner (74400)

**Valérie ROLLET**

#### Office Labélisé



Tous les versements doivent être effectués par virement uniquement

Site web: <https://mbo-sallanches.notaires.fr/>

Société Civile Professionnelle Titulaire d'Offices Notariaux  
Membre d'une association agréée

<ul style="list-style-type: none"> <li>- Plans of the lots (<i>if you have them</i>)</li> <li>- The contact details for the representative of the ASL</li> </ul>	
<p><b><u>Origins of the build (if possible) :</u></b></p> <ul style="list-style-type: none"> <li>- The building permit (<i>permis de construire</i>)</li> <li>- The end of works declaration submitted to the Mairie (<i>déclaration attestant l'achèvement et la conformité des travaux - DAACT</i>)</li> <li>- The Conformity certificate (<i>attestation de conformité</i>)</li> </ul>	
<p><b><u>In case of works carried out since your acquisition:</u></b></p> <ul style="list-style-type: none"> <li>- Large scale works involving walls, the structure of the building, the roof etc.</li> <li>- Large equipment for example the boiler, heating system, heat pump, air conditioning system, installation of a stove/insert, waste water lift pump (<i>pompe de relevage</i>), solar panels or floorings etc.</li> </ul> <p><b><u>Please provide the following :</u></b></p> <ul style="list-style-type: none"> <li>- The building permit – <i>Permis de Construire</i> or <i>Déclaration Préalable</i> (if application was necessary)</li> <li>- The declaration of the start of the works - <i>La déclaration d'ouverture du chantier</i></li> <li>- The declaration of the end of and the conformity of the works - <i>La déclaration attestant l'achèvement et la conformité des travaux</i></li> <li>- The certificate of conformity - <i>L'attestation de conformité</i></li> <li>- The global insurance policy for the works carried out - <i>L'attestation d'assurance dommage ouvrage</i> <b>OR</b></li> <li>- The bills for all the works carried out and the 10-year (<i>décennale</i>) insurance policies for each of the companies involved in the works. This is only for works carried out in the past 10 years.</li> </ul> <p>Please do specify if any major works were carried out by you or by a non French registered company.</p>	
Proof of the existence of a security system if there is a swimming pool	
A copy of the <i>Taxe Foncière</i> bill	
A copy of your ID documents – passport or ID card	
A copy of your marriage or PACS (civil partnership) certificate	
A signed and dated RIB (your printed bank details) <i>(due to the risk of internet fraud we can only accept bank details communicated in person or via the post)</i>	
A priced inventory list if the property is sold furnished	

