



# 8 Buyer tips *to streamline the Transfer Process*

- 1 Set realistic expectations**

Conveyancing is not an exact science. Despite your Conveyancers commitment to expediting the process their control over the functions of various role players is limited. Unless transfer date is to be delayed the average transfer takes between 2-3 months from the date on which all suspensive conditions are fulfilled.
- 2 Respond promptly to document requests**

Promptly produce all the documents requested by the Conveyancers, these documents are pertinent to the conveyancing process. Failure to do so will impede the drafting of transfer documents or result in the drafting of incorrect documents, both instances will result in a delay in transfer.
- 3 Pay your deposit on time**

A timely deposit ensures that you are not in breach of the Sale Agreement.
- 4 Establish exact loan requirements**

Establish the exact mortgage loan requirements in terms of the Sale Agreement. Meet such requirements comprehensively and without delay.
- 5 Sign your transfer documents asap**

Signing your transfer documents ensures that the transfer process is not slowed down.
- 6 Submit a correct Banker's guarantee on time**

If applicable, ensure that your Banker's Guarantee is worded correctly. This document not only proves your ability to make payment of money due, but also affects the process of the cancellation of the Seller's existing bond (if applicable) which could seriously affect the timing of the transfer process.
- 7 Pay your transfer & mortgage loan costs on time**

Pay transfer and mortgage loan registration costs upon receipt of invoice.
- 8 Immediately acknowledge your inability to meet obligations of the Sale Agreement**

If you are financially unable to meet your obligations as promised in the Sale Agreement, then acknowledge this to the Conveyancers as soon as possible. Solutions to problems of this nature cannot be found quickly. The sooner the problem is identified the sooner the solution (if possible) will be on hand.

OUR PERSONAL APPROACH IS UNIQUE.



**J.A. COETZEE**  
ATTORNEYS  
CONVEYANCERS