



THE 7-STEP PROPERTY INSPECTION AND OWNERSHIP TRANSFER PROCESS

FOR FOREIGN BUYERS

STEP

1

STATUS CHECK FORM COMPLETION AND PAYMENT METHOD SELECTION

- Completing Buyers' Status
- Selecting the Final Payment Settlement Method

Our Customer Relations team (CR) will email you one or two months in advance about the completion of your property-to-be and the ownership transfer process. Please complete the Status Check Form with your name, marital status, address, parents' names, etc. The final payments to be settled for property ownership transfer may be made in cash or by a mortgage loan from a financial institution. Payment instructions will be included in the email. If you are interested in taking out a mortgage on your property-to-be, we will have our preferred banks to contact you.



STEP 2



DOCUMENT PREPARATION AND MAKING PROPERTY INSPECTION APPOINTMENT

- Document Preparation
- Making Property Inspection Appointment

1

Once you have returned the Status Check Form - which verifies the spelling of the title deed holder's name and his or her marital status, etc. - to Customer Relations, the required documents to be completed and signed will be sent to you. Please also confirm your property inspection date and time.

Property Transfer Document			
Individual of Foreign Nationality	Married (Foreign Spouse)	Divorce	Other Document
<ul style="list-style-type: none"> • A copy of passport • A letter from a commercial bank, certifying the transaction 	<ul style="list-style-type: none"> • A copy of marriage certificate • The spouse's letter of consent • A copy of passport of the spouse 	<ul style="list-style-type: none"> • A copy of divorce certificate 	<ul style="list-style-type: none"> • Name Change Certificate (if applicable) • Address Change Request (if applicable)

1.1

In the event that the title deed holder's name is different from the name that appears in the sale and purchase agreement or in the event that amendments are needed (adding new names / removing existing names / transferring rights), please inform Customer Relations accordingly so that a new contract can be made. A processing fee of 3,000 baht will be charged to you only in case of transferring Rights.

2

A property-inspection letter will be sent to you to remind you of inspection events.



Remark: If your marriage and name change certificates are not in Thai, they must be translated into Thai by a certified translator. The service is available at a cost to be determined.

**STEP
3**

PROPERTY OWNERSHIP TRANSFER DATE AND EXPENSE DETAILS NOTIFICATION

- Informing the owner-to-be of the property transfer date and details of expenses

After the title deeds are approved and issued by the Department of Lands, we will inform you of the ownership transfer date and details of expenses to be made via email and registered mail.



STEP

4

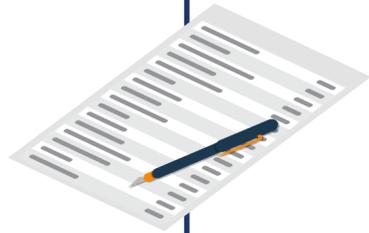
PROPERTY INSPECTION

- Unit Inspection (In Person or Via A Third-Party Inspector)
 - Optional Event and Additional Service
-

INSPECTING THE PROPERTY YOURSELF

1

Present the QR code, which is printed on your property inspection letter, to a CR officer in order to register your property inspection at the site.



2

We will double check your information and ask you to sign any relevant ownership transfer documents.



3

We will give you an overview of the development and explain the expenses in detail.



4

We will explain the property inspection terms and conditions, as well as assist you with downloading the Home Service application and registration.



5

We will walk you through common areas before taking you to your unit, where Project High Rise/Home Care officers will present the construction materials used inside your unit to you.



6

Take your time inspecting your unit.



7

If defects are found, please inform the Project High Rise/Home Care officers on the spot to take notes of them in order to issue a defect report. We will make another appointment with you to inspect again once the defects have been fixed.

IN CASE YOU AUTHORIZE A THIRD PARTY TO INSPECT THE PROPERTY ON YOUR BEHALF

1

Please obtain a Power of Attorney form from us first.

2

The person authorised to inspect your unit on your behalf is required to complete the form, which bears your signature. A certified copy of your passport and a certified copy of his or her Thai national ID card/passport are also required.

Optional Event and Additional Service

WELCOME HOME

The Welcome Home event will be held to facilitate buyers' inspection. During the event buyers can meet and talk with Property Care Management Service, Leasing Team from Sansiri's property management subsidiary, Plus Property, and our partner Bank

PLUS +

PLUS PROPERTY: PROPERTY CARE SERVICE

This service by Plus Property facilitates your life as a Sansiri Family member, including working with real-estate agency to rent out your unit, making sure it's ready for new tenants and managing your utility bills

STEP

5

PAYMENT AND OWNERSHIP TRANSFER AT THE DEPARTMENT OF LANDS

- Terms of Payment (Cash or Mortgage Loan)
- Ownership Transfer at Department of Lands

PAYMENT METHODS

FOREIGNER - CASH (WIRE TRANSFER)

1

You can transfer a foreign currency (not Thai baht) directly into our company's bank account with an additional 0.5-1% of the total amount to cover exchange rate fluctuations and bank charges.





2

Your presence in Thailand is required to complete the document for the ownership transfer, which can be done on your inspection day.

Should you be unable to travel to Thailand, our Customer Relations team will provide you with the relevant documents (including a Power of Attorney) via email. After you sign all of the documents, please have them certified by a notary public or the Thai embassy or consulate in the country where you reside.

Remark: Please send a scanned copy back to our Customer Relations team via email and the hardcopy by post.



FOREIGNER – MORTGAGE

1

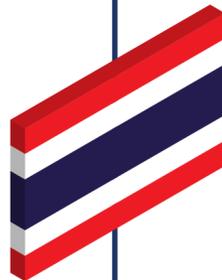
The bank will notify all parties of the approved mortgage loan, after which we will make an appointment for your property ownership transfer date.

2

We will summarize the remaining amount for you to make the final payment.

3

The bank confirms the total mortgage sum (in baht), which will be transferred from overseas.



4

Please transfer the remaining sum in a foreign currency (not Thai baht) directly into our company's bank account with an additional 0.5-1% of the total amount to cover exchange rate fluctuations and bank charges.

5

In case that you get the loan from our partner banks situated out of your country, we can help coordinate with the bank to facilitate you to sign the mortgage contract in Thailand

After the transaction is completed in either case, cash or mortgage, the company will apply for Payment Confirmation Letter and prepare additional documents, including a power of attorney for ownership transfer and electricity meter as well as a letter of marital status certification, for you to sign. Then we will proceed the ownership transfer at the Department of Lands on your behalf.

Note: Payment Confirmation Letter is proof that you have transferred money from overseas to purchase a condominium in Thailand. It is required by the Department of Lands.



CAVEATS

1

The sum transferred must be no less than or equal to the value of net sales prices.

2

In the event that there is more than one name on the sale and purchase agreement, each person must wire an equal amount of money

3

Please specify the purpose of your international wire transfer form (remittance form) as “for purchasing a condominium” followed by the name of the condominium, unit number, and the name of purchaser, which must match the name that appears in the sale and purchase agreement.

4

The company will be responsible for obtaining the Payment Confirmation Letter from the bank only when you transfer the sum directly to our account.

5

In the event that you have overpaid, the company will issue you a cheque within 30 - 45 business days and deposit it into your Thai bank account or wire transfer it to your overseas bank account within 45 - 60 days from the day all due payments have been made and/or from the day on which we have received your bank account number. Bank charges (if any) may apply for international transactions.

STEP

6

HAND OVER WELCOME TOTE BAG AND OWNERSHIP TRANSFER DOCUMENTS

Once your ownership transfer has been completed, we will inform and ask you to make an appointment to pick up your welcome tote bag and documents at the juristic office. Please inform us at least one working day in advance.

The documents and items inside the welcome tote bag are as follows

MAIN DOCUMENTS

1. Title deed
2. Sale and purchase agreement
3. Transfer fee receipt
4. Mortgage contract (if applicable)
5. Mortgage fee receipt (if applicable)

WELCOME TOTE

(May vary from project to project.)

1. Key(s)
2. Air conditioning remote control(s)
3. House registration book
4. Key card(s)
5. Parking sticker / Bluetooth

Note: Please ask the juristic office to instruct you on how to set up the digital door lock and check your water and electricity meters.

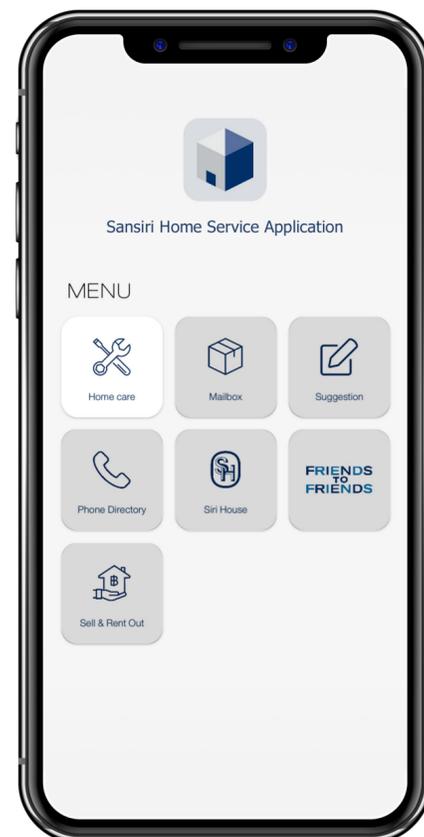
STEP
7

HOMECARE SERVICE (AFTER THE OWNERSHIP TRANSFER)

You may request maintenance service from Sansiri Home Care via the following channels

Home Service Application: Tap on “Home Care”

Email: cs@sansiri.com



Thailand's most trusted full-service property developer

sansiri.com

crc-overseas@sansiri.com



SANSIRI HOME SERVICE