



HOME BUYERS GUIDE

www.duplooyinc.co.za



OUR SERVICE PROMISE TO YOU



Boutique Expertise. Personal Touch.

We specialise exclusively in property law and conveyancing, ensuring smooth and stress-free experiences for our clients.

Our motto? "Communication, Commitment, and Trust gives our clients the key".



Stay Informed

We continuously update all parties, with real-time web-based reports keeping you in the loop.



Proven Excellence

Our vision is your peace of mind. We tackle complexities with expertise and dedication.

Integrity Matters

Integrity Matters: Trustworthiness, reliability, and ethical conduct are core to our exceptional service.

NAVIGATING THE MORTGAGE BOND

Secure your dream home: Apply for a bond upon offer acceptance. Delaying bond approval (as per Deed of Sale) could risk losing the property. A Mortgage Originator can help you secure a timely bond.

First debit order: After successful registration, payment starts on your chosen date.

TIPS FOR THE BUYER

INSPECT THE PROPERTY CAREFULLY

Most properties are sold “voetstoots” (as is), therefore the Seller sells the property without any warranties. The Buyer must therefore carefully inspect the property and request a signed Mandatory Property Disclosure Form completed by the Seller.

“CAVEAT EMPTOR”, “let the buyer beware”

The onus is placed on the Buyer to do his/her due diligence before he/she purchases a property. Read the Deed of Sale carefully and if you have questions phone us to assist you.

BEFORE YOU DEPOSIT MONEY TO AN AGENT OR ATTORNEY

If you are paying the full or a portion of the purchase price in cash to the Conveyancers or Estate Agent, make sure that you are paying the money into the correct bank account. Contact the Conveyancer or Estate Agent telephonically before you make payment to ensure that the bank account is correct.

OCCUPATION & TRANSFER DATE

Ensure that you arrange the occupation date with the Agent and the Conveyancer. Should the occupation date be before the transfer date of the property in the Deeds Office, you will be liable to pay occupational rent to the Seller. Also, ensure you insure the property when you move into the property as the risk of ownership in the property normally passes on occupation date.

PREPARE YOUR FINANCES

Sellers are more likely to sell to a Buyer whose finances are in order and who has arranged pre-approved finance.

INSURANCE

Remember to insure your new property before you take occupation of the property.

THE IMPORTANCE OF THE MANDATORY DISCLOSURE FORM (MDF)

In terms of the Property Practitioners Act, 22 of 2019 the Seller must provide a completed and signed Mandatory Disclosure Form when the mandate to sell the Property is given to the agent.

The Mandatory Disclosure Form must also be attached to the Deed of Sale and if the Mandatory Disclosure Form is not attached to the Deed of Sale, it may be interpreted as if no latent defects of the Property were disclosed to the Purchaser.



OUR CLIENTS AND PARTNERS

We are listed panel attorneys for the following financial service providers and our attorney bank panel codes are the following:



2621



4781



2419



8496



76

COSTS THE BUYER MUST PAY

TRANSFER ATTORNEYS' FEES & COSTS

The transfer costs are paid to the Conveyancing Attorney to transfer the property into your name and vary depending on the value of the property purchased. The costs will include the Deeds Office expenses and other direct expenses.

BOND ATTORNEY FEES & COSTS

The fees and costs payable to the Bond Attorney to register the Mortgage Bond in the Deeds Office and to prepare, draft, sign and deliver the Mortgage Loan Agreement to your Mortgage Bank.

DEEDS OFFICE COST

The costs payable to the Deeds Office for the registration of the Title Deed and Mortgage Bond in the land registry system.

PRO-RATA RATES CLEARANCE FIGURES & CERTIFICATES

The buyer will be liable for payment of obtaining the Rates Clearance Certificate from the Municipality.

PRO-RATA LEVY FIGURE & CERTIFICATE

The Seller is liable for the cost of obtaining a levy clearance in the case of a Sectional Title or HOA property. The pro-rata portion is payable by the purchaser from date of registration of the property into his/her name and will be allocated as part of the monthly levies account payable to the Body Corporate / HOA. The Body Corporate / HOA will calculate the pro-rata levies to be paid by the Purchaser.

HOME OWNERS' ASSOCIATION CONSENT

The cost in obtaining a Home Owners' Association Certificate for transfer if you are purchasing a property in an Estate.

OCCUPATIONAL RENT

Payable if the Buyer takes occupation of the property prior to registration. The amount due will be as per the signed Deed of Sale and payable in advance.

BANK INITIATION FEE

This is a fee charged by the Mortgage Bank to process and initialise the Bond application.

CONNECT YOUR RATES ACCOUNT

After the property is registered into your name, ensure that you open your new rates account at the Municipality or request the Conveyancer to provide a consultant who will assist in opening your account on your behalf, at a fee to be agreed upon.

CALCULATE YOUR ESTIMATED COST TO PURCHASE

Purchase Price		
Transfer Attorney Cost		
Bond Attorney Cost		
Transfer Duty		
Rates Certificate Cost		
Levy Certificate Cost		
Occupational Rent		
Bank Initiation Fee		
Interest on Investment		
Occupational Rent Received		
Total Due	R	

DOCUMENTS REQUIRED FROM THE PURCHASER



Identity Document / Passport

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Proof of Residential Address

- Bank Statements
- Cellphone Accounts
- Clothing Accounts

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Marriage Certificate (if applicable)

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Antenuptial Agreement (if applicable)

☐

SARS Income Tax Numbers

☐

VISIT OUR OFFICES

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