

Vendor Property Sale GuidelinesBarbados

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Vendor guidelines for the sale of Barbados property

A key component to a seamless sale process is preparedness of the Vendor. This includes the documents necessary for a domestic conveyance of the property and the added measures to be addressed in the event that the property is held by an entity, whether onshore or offshore, and that entity is being sold rather than the property itself. Having the documentation in order will prevent delays and allow the transaction to flow.

It is imperative that the documentation is prepared and ready to be produced to a Purchaser or Purchaser's counsel as the Vendor in both scenarios will need to illustrate clear and uncompromised ownership of the Barbados property and/or the entity being sold. Otherwise, the retrieval and/or procurement of some of the required documentation can be time consuming causing delays in the transaction. Below are the lists of recommended documentation that should be brought in order prior to the sale to facilitate the transaction.

Vendor Checklist for Domestic Conveyance:

- 1. Original Title Deeds including plan of land;
- 2. Current Land Tax Demand Notice (and receipt if already paid);
- 3. Municipal Solid Waste Tax Bill (and receipt);
- 4. Most recent receipts for utilities (water and electricity):
- 5. Insurance Policy, if applicable;
- Inventory of all furniture and effects being sold with the property, if applicable;
- 7. Town Planning applications, permission, and compliance documents, if applicable;
- Registered Central Bank of Barbados Foreign Investment (FI) forms in the name of the Vendor reflecting registration of the funds brought in to purchase the property, if applicable;
- 9. Keys to the property when completion of the transaction is imminent; and
- 10. Account for any and all rental bookings especially those set post completion.

Additional Checklist for transactions involving sale of entity:

- Complete set of all original corporate or parallel documents and records for the entity being sold including a complete set of all original documents and records regarding the registration of that entity in Barbados if an offshore entity;
- Certificate of good standing (or parallel document) evidencing good standing in the jurisdiction of origin of the entity being sold and, if an offshore entity, its registration in Barbados;

- 3. A certificate or letter from the registered agent (or parallel) in the offshore jurisdiction confirming that all fees to the registered agent and government have been paid up to date; and
- 4. All books of account including financial statements, balance sheets, and tax returns from the date of incorporation to present for the entity in Barbados and, if applicable, its jurisdiction of origin.

Additional documents may be requested on behalf of the Purchaser and this is dealt with on a case by case basis.

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