



“CASA PRONTA”



Executive Law no. 263-A/2007, July 23rd

Administrative Rule no. 794-B/2007, July 23rd

Administrative Rule no. 794-A/2007, July 23rd

10/22/2007

Aim of the project

➤ Create a special procedure to:

- conveyance,
- mortgage, and
- register

housing purchase with or without financing

➤ Eliminate dispensable bureaucracy

➤ Substitute notary deed for a signed agreement before the Land Registrar₂

Aim of the project

- Accomplish all legal, administrative and tax acts due to housing purchase at one only public service counter (Land Registry)
- Increase the use of Internet and electronic communications between public services, instead of paper documents presentation
- Celebrate protocols between “Land Registry Institute” and other Public Institutions (namely tax administration and municipal authorities) concerning electronic communications and access to data bases

Requirements

- Having the house ownership registered
- No doubts about the immovable identification
- Acquisition of the general property of the house
- Choose one of the model sheet contracts approved by the “Land Registry Public Institute”

Procedure

- Choose the contract model (the content must be explained by a land registry officer)
- Verify the identification and legal capacities of the parties
- Check on tax and administrative (building permit) conditions of the immovable
- Check on the existence of first refusal rights by public authorities (in www.casapronta.mj.pt, where the owner must have sent information about the selling agreement at least ten days in advance)

Procedure

- Settle priority number on the land registry docket
- Payment of taxes and fees
- Signature of the document
- Immediate registration of the title(s)
- Delivery register certificate and payments receipt
- The new owner may apply for an official communication concerning:
 - Address change;
 - Non payment of municipal tax (in case of permanent residence); or
 - Cadastre changestowards tax authorities

Term and price

- This procedure must be concluded at the same day it started and during one only attendance
- Or it may be fixed by appointment, but within a minimum of 5 days (unless the parties are applying for a larger term)
- **Price** (includes all procedures and register):
 - 650€ + taxes
 - One only act (acquisition or mortgage) – 350€ + taxes

Experimental period

- From July to December 2007, in 5 random towns, without any specifications
- Afterwards it will be gradually implemented in other land registry offices, by decision of the President of the “Land Registry Public Institute”



“Portuguese Land Registrars Association”

Luisa Clode and Maria Jose Silva

Dublin, September 2007

