

Add or delete family member Transaction Guide

This process is for customers who have been issued a Sale and Purchase Agreement and wish to have a family members name either added to or deleted from the ownership of the property. We have outlined below the requirements and documentations required in order to carry out this final process:

Documents Required from Current Owner: Copies only but would require original for sighting

- Letter requesting to either add or delete a name from the Sale and Purchase Agreement which needs to be signed by the current owners mentioned on the Sale and Purchase Agreement.
- Passport copies of the owners
- Document proving the relationship which has been notarized by the UAE court
- Admin Fees of AED 5,000.00

Process:

The customers to inform that they would wish to add or delete a name to / from the ownership of their property. The above document copies to be provided by the customers and upon receiving the documents the normal procedure of Property Ownership Transfer will commence

Processing Time:

Once the Property Ownership Transfer is completed by all parties, the new Sale and Purchase Agreements will be issued within 3 – 4 working days.

Note:

If you need further information about this process or if you would like to follow up the addition / deletion of family members, you can email Customer care at customercare@mismak.ae

For normal Property Ownership Transfer please refer to the guidelines on the website