

The 20-check transfer-readiness standard

Conveyance's own preparation method. Not official certification or a legal opinion. Record the evidence and next action for every applicable item.

Check	Evidence / next action	Status	Responsible party
Party identity	Current identity evidence matches the party taking part. Confirm the current identification and exact legal names.	To check	Buyer / seller
Owners and ownership shares	The current owners and shares match the proposed change. Reconcile the current record with the intended ownership.	To check	Owner / instructing party
Representative authority	The required representative authority is identified and accepted for the intended acts. Confirm the required scope and acceptance before relying on the representative.	To check	Represented party / adviser
Company signatory evidence	Current entity and signatory evidence supports the proposed transaction. Supply the corporate evidence and resolve the signing-authority question.	To check	Company / authorised signatory
Registration identifiers	The relevant current registration record is identified. Obtain the current title or provisional-registration reference.	To check	Owner
Unit and record match	Unit, project and property references agree across the file. List and resolve any conflicting identifiers.	To check	Buyer / seller / coordinator
Restrictions or holds	Known restrictions and the necessary official confirmation are addressed. Identify the restriction and the action required by the responsible organisation.	To check	Owner / relevant authority
Sale, gift or assignment route	The proposed basis and property status are clear. Confirm the actual transaction rather than using a generic transfer label.	To check	Instructing party / coordinator
Developer requirements	The current application requirements for this property are recorded. Obtain the developer's transaction-specific requirements.	To check	Owner / developer
Service-charge clearance	The relevant clearance and its evidence are addressed. Resolve the stated clearance requirement and retain evidence.	To check	Owner / responsible account holder
NOC usability	The required current NOC matches the intended file and date. Obtain or reconfirm the usable NOC for the transaction.	To check	Owner / developer
Seller liability and settlement	The seller-lender amount, instructions and relevant output are current. Identify the exact liability, settlement or release item still required.	To check	Seller / seller's lender
Buyer finance conditions	The buyer's lender conditions and contribution requirements are identified. Confirm the outstanding lending and funding conditions.	To check	Buyer / buyer's lender
Lender handoffs	The sequence and evidence required between bank-related steps are clear. Record each required output and the next step that depends on it.	To check	Relevant lenders / coordinator
Funds and amount schedule	The required amounts, payers and purposes are itemised. Prepare the current payment schedule with unresolved amounts shown.	To check	Buyer / seller / lender
Independently confirmed payees	Payment instructions have been confirmed through known contacts. Independently confirm each payee, amount and accepted method.	To check	Payer / bank / trustee
Agreed fee allocation	The provider, scope, service fee and agreed payer are identifiable. Clarify the allocation and appointment in the applicable documents.	To check	Buyer / seller / appointed providers
Originals and attendance	Required people, authority and originals are arranged. Confirm attendance and original-document requirements.	To check	Parties / representatives

Check	Evidence / next action	Status	Responsible party
Document and appointment dates	Time-sensitive outputs remain usable together. Reconfirm any document or amount affected by a changed date.	To check	Parties / coordinator / issuing organisations
Registration output and handover	The expected official output and separate handover tasks are clear. Record the expected output, delivery and remaining handover responsibilities.	To check	Buyer / seller / coordinator

Status key: confirmed for this purpose / action needed / confirmation needed / not applicable with a reason.

Current method: <https://conveyance.ae/research/transfer-readiness/>