



# Focus Business Services (Malta) Limited

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## **INTER VIVOS**

### **NOTICE OF AN *INTER VIVOS* TRANSFER OF IMMOVABLE PROPERTY TO BE GIVEN IN TERMS OF THE DUTY ON DOCUMENTS AND TRANSFERS ACT AND THE INCOME TAX ACTS**

*This form must be completed by the Notary publishing the deed of transfer and must be filed by the Notary in triplicate within 15 working days from the date of the transfer.*

*Continuation sheets are to be added as necessary.*

#### **SECTION A - PARTICULARS OF THE PARTIES**

*In the case of non-resident individuals who are not registered for income tax purposes, state the passport number and the country of issue. In the case of non-resident legal persons that are not registered for income tax purposes, give any available identification details.*

	<b>Name</b>	<b>Surname</b>	<b>Address</b>	<b>I.D. / income tax registration number</b>	<b>Telephone or mobile number</b>
<b>Transferor/s</b>					
<b>Transferee/s</b>					

**SECTION B – INFORMATION ABOUT THE TRANSFER**

**Date of deed**

**Description of the property**

*A full description of the immovable property is to be given and a site plan on Land Registration Stationery duly signed by an Architect should be annexed.*

**Type of transfer**

*In the case of mixed transfers, mark all applicable boxes*

Sale	<input type="checkbox"/>	Emphyteutical concession	<input type="checkbox"/>	Donation	<input type="checkbox"/>	Exchange	<input type="checkbox"/>
Assignment on Partition	<input type="checkbox"/>	<i>Datio in solutum</i>	<input type="checkbox"/>	Other (specify)	<input type="checkbox"/>		<input type="checkbox"/>

**The manner in which the property was acquired**

*In the case of mixed acquisitions, mark all applicable boxes*

Purchase	<input type="checkbox"/>	Emphyteutical concession	<input type="checkbox"/>	Donation	<input type="checkbox"/>	Exchange	<input type="checkbox"/>
Inheritance	<input type="checkbox"/>	Assignment on Partition	<input type="checkbox"/>	Other (specify)			<input type="checkbox"/>

Name of Broker

I.D./I.T. Number

**SECTION C****DUTY ON DOCUMENTS AND OTHER TRANSFERS (DDTA)**

<b>Exemptions and relief</b>	
A transfer from one company to another that qualifies for the intra-group exemption under art. 43 DDTA	
An assignment that is exempt in terms of art. 32(1) DDTA	
A partition of inherited property that is exempt in terms of art. 32(5) DDTA	
A transfer that is exempt from duty for reasons other than those mentioned above <i>Specify grounds for exemption:-</i>	
A transfer that qualifies for relief from duty under art. 32(4) DDTA	

<b>Dutiable value of property</b>	
<b>Amount of duty payable</b>	
<b>Promise of Sale Number</b>	

**SECTION D**  
**TAX PAYABLE UNDER THE INCOME TAX ACT**

<b>Name of Transferor</b>	<b>Final tax at 12%</b>	<b>Final tax at 7%</b>	<b>Provisional tax</b>	<b>Total</b>
<b>Total</b>				

**SECTION E**  
**PARTICULARS OF BANK DRAFT / CHEQUE**

<b>Tax/Duty payable under:</b>	<b>BANK</b>	<b>BANK DRAFT / CHEQUE NUMBER</b>
Duty on Documents and Transfers Act		
Income Tax Act		

NAME OF NOTARY .....

SIGNATURE OF NOTARY .....

**FOR OFFICIAL USE**

Provisional C.G.T Paid: € .....

Final Withholding Tax: € .....

Receipt No/s: .....

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Date of Receipt/s: .....

Receiving Officer: .....

Duty on Documents: € .....

Provisional Duty: € .....

Total: € .....

Receipt No/s: .....

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Date of Receipt/s: .....

Receiving Officer: .....