

# Registering Leased Property Checklist

## Property Details

Property Address:

Lease Start Date:

Lease End Date:

## Checklist

- Obtain a copy of the signed lease agreement
- Collect ID documents from both parties
- Verify property ownership documents
- Check for property clearance certificate
- Pay required government registration fees
- Ensure all registration forms are signed
- Arrange for witness during registration

**Submit Checklist**