



# Checklist – evidence required for pledging pension plan benefits in connection with the encouragement of home ownership

## Annexes

In accordance with the Ordinance on the Encouragement of Home Ownership you must provide the pension plan with proof that the criteria for pledging have been met. The following documents must be submitted:	☑ Documents required:	Acquisition of residential property	Construction of residential property	securing mortgage loans:
<input type="checkbox"/> Application for the pledging of pension funds for the encouragement of home ownership		☑	☑	☑
<input type="checkbox"/> A copy of the pledge agreement		☑	☑	☑
<input type="checkbox"/> A copy of the current extract from the land register for the property in question (not more than one month old), <b>if the property transfer has already taken place</b> . The extract from the land register can be obtained from the respective land registry for a fee.		☑	☑	☑
<input type="checkbox"/> Officially certified purchase contract (if available) <b>or</b> final draft contract <ul style="list-style-type: none"> <li><input type="checkbox"/> The date of the property transfer is visible on the purchase contract</li> <li><b>or</b></li> <li><input type="checkbox"/> Confirmation of the date of the property transfer by the notary</li> </ul>		☑	☑	
<input type="checkbox"/> Confirmation of residence (The residential property must be owner-occupied) This can be obtained from your local community registry for a fee.				☑
<input type="checkbox"/> Construction documents (copies) <ul style="list-style-type: none"> <li><input type="checkbox"/> Work contracts</li> <li><input type="checkbox"/> Final statement of costs</li> <li><input type="checkbox"/> Final estimates from craftsmen</li> </ul>			☑	
<input type="checkbox"/> Building permit (mandatory for the <b>construction of a house</b> ) If building a <b>condominium</b> , the building permit inspection can be waived.			☑	
<input type="checkbox"/> Current marital status/civil status certificate (not more than one month old) <b>for unmarried persons</b>		☑	☑	☑
<input type="checkbox"/> A copy of an official document (passport/ID card) showing the signatures of the applicant and spouse or registered partner. A copy of a driving license is not sufficient.		☑	☑	☑
<input type="checkbox"/> Copy of receipt for cost contribution in accordance with the offer		☑	☑	☑