

A LAWYER'S CHECKLIST

for real estate agents selling off-plan properties

- ✓ Verify that the developer is properly licensed and registered with the Dubai Land Department.
- ✓ Confirm that the specific off-plan project is approved and registered before marketing or facilitating sales.
- ✓ Confirm that the required permits and authorisations are in place before advertising or promoting the property.
- ✓ Verify the project's official DLD-approved escrow account before sharing payment instructions with buyers.
- ✓ Direct booking fees, deposits, and instalments to the project's official escrow account only.
- ✓ Understand the payment plan you are presenting to buyers, including whether payments correspond with construction milestones.
- ✓ Check the project's official construction status and anticipated completion date against DLD records.
- ✓ Verify that key representations about handover, views, layouts, specifications, amenities, and permitted use are consistent with official and contractual documents.
- ✓ Avoid making verbal promises, guarantees, or representations that cannot be supported by the documentation.
- ✓ Do not dismiss booking or reservation forms as "just paperwork"; encourage buyers to review them carefully before signing.
- ✓ Understand the key commercial terms of the SPA, while referring buyers for independent legal advice on legal rights or contractual interpretation.
- ✓ Do not dismiss material differences between sales representations, booking documents, and the SPA as "standard."
- ✓ Keep clear records of communications, brochures, payment instructions, representations, and transaction documents.
- ✓ If something does not match the official records or contractual documents, pause, verify, and escalate rather than assume.

