

# ABC of Conveyancing, The (Online)

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## About this Publication:

Published since 2008 in loose-leaf format (ISBN 978-0-7021-7876-4), *ABC of Conveyancing* is now also available online. This work deals with all aspects of conveyancing without presupposing any previous knowledge of conveyancing. It carefully explains all concepts and provides a step by step explanation through the conveyancing process. Apart from numerous examples, each chapter provides an overview of the learning outcome as well as a 'test yourself' section. All steps in the conveyancing process are illustrated with samples of documents, forms and precedents.

## Contents Include:

- What conveyancing is about
- Immovable property, ownership and real rights
- The different faces of property ownership: freehold, leasehold, sectional titles, and others
- The South African Deeds Registration System
- The law relating to conveyancing
- Role-players in the transfer process
- Receiving and processing the transfer instruction
- Agreements: Terminology, legal principles and practice
- Common clauses in a property sale agreement
- Deeds office print-outs and deeds searches
- The FICA and its implications for conveyancing transactions
- Communicating with the role-players at the outset of the transfer
- The legal nature of clients
- Marriage law and conveyancing
- Companies, close corporations, trusts, partnerships
- Information and documents required

- Managing the finances in the transfer file
- Transfer duty and VAT
- Rates/levy clearance, beetle and electrical compliance certificates
- Introduction to mortgage bonds
- Different types of bonds and drafting of bond documents
- Finances, lodgment, registration and winding up the file
- Cancellation of mortgage bonds
- Consumer Protection Act
- Brief summary of the National Credit Act from a conveyancing perspective

**Of Interest and Benefit to:**

- Conveyancing secretaries
  - Paralegals
  - Mortgage originators
  - Estate agents
  - Bank employees working with mortgage bonds and securities
  - Anyone wanting to learn more about conveyancing
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- Contains the full text of the loose-leaf work
  - Hyperlinks allow for easy navigation within the product
  - Powerful electronic searching allows for easy and rapid access to information