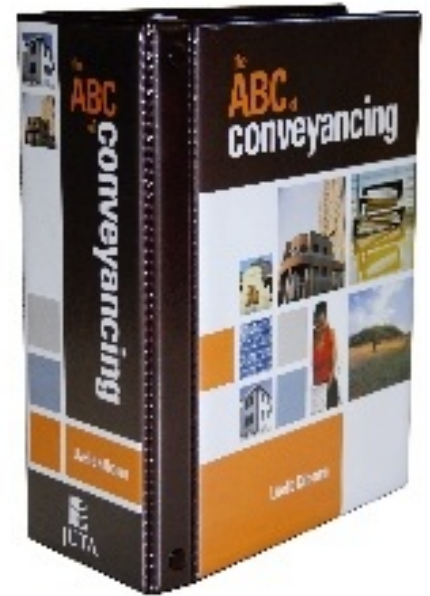


ABC of Conveyancing, The

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About this Publication:

ABC of Conveyancing deals with all aspects of conveyancing without presupposing any previous knowledge of conveyancing. This loose-leaf work 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
- Monitoring and reporting
- Drafting and signing of transfer documents

- 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