

BARCLAYS PROPERTIES OCTOBER 2009 NEWSLETTER

WHAT IS A 902 FORM?

The 902 (declaración catastral) has become one of the many required documents enabling you to obtain the habitation certificate issued by the Town Hall.

The 902 form is an application form obtained in Hacienda (Spanish tax office) to declare any extra square meterage of building work undertaken on your property. This is then valued by the tax office, altering the catastral value at the Suma office, this increasing your annual rates. This increase is calculated per square metre.

In most cases, the Suma office will issue a supplement bill for the current year.

The correct procedure is as I explained previously in the September Newsletter:

- To declare all building work to your title deeds at the Notary.
- The title deeds to be registered at the Land Registry office.
- To present the 902 form to Hacienda.

All this paperwork will have a cost, the amount to depend on whom is doing this for you, as this definitely is a procedure in which you will not be wanting or be able to do yourself.

I hope I have clarified this topic.

Yours faithfully

Simone Watson