

Selling without an agent

Seller coordination checklist - completed Dubai homes

Property / unit: _____ Date: _____

1 Confirm the route

- ☐ Trustee or official digital service and eligibility confirmed.
- ☐ All owners / representatives and any existing broker agreement checked.

Provider / contact / reference:

2 Prepare to market

- ☐ Price evidence, property facts and private documents ready.
- ☐ Owner advertising route and platform requirements confirmed before posting.

Permission / channel / unresolved point:

3 Check the buyer and agreement

- ☐ Buyer identity, funding stage and offer conditions checked.
- ☐ Contract, deadlines, fee allocation and deposit arrangement reviewed.

Who holds the deposit / on what terms:

4 Arrange clearances and payments

- ☐ Developer clearance and bank steps confirmed where applicable.
- ☐ Payees, amounts, payment method and release sequence verified.

Next provider action / responsible person / due date:

5 Transfer and hand over

- ☐ Official transfer and payment requirements confirmed complete.
- ☐ Keys, inventory, bills and any tenancy adjustments recorded.

Completion reference / outstanding action:

Do not leave blank: any unresolved advertising, deposit, mortgage or occupancy issue needs an answer before the related commitment.

Use with the full article. A planning aid, not a sale contract, legal clearance or confirmation that your transaction qualifies for a digital service.

Official starting points: DLD sale registration · Private-sale walkthrough · Advertising permits