TO PARTICIPATE:

- Submit a Declaration of Ownership before the deadline
- Check the outcome of the cadastral survey during the preliminary public presentation and the public presentation of the cadastral data
- Submit a review request during the preliminary public presentation (if errors are detected)
- Submit a correction or objection application during the public presentation (if errors are detected)
- Check the outcome of the cadastral survey during the preliminary public presentation and the public presentation of the cadastral data

If there is no act of heritage acceptance, please contact the Cadastral Survey Offices for informing you about the necessary supporting documents.

In case of usucaption without a court order, the E9 form & other documents proving occupation and use of the parcel (e.g. PPC bill, subsidy evidence) are necessary.

GATHER:

- Declaration form and simple photocopies of:
  - The deed (e.g. contract)
  - The registration certificate
  - The topographic diagram (if any)
  - Your identity card or passport
  - A document with your TIN (e.g. tax clearance, PPC bill)

LOCATE YOUR PROPERTY:

- Through the Ortho-image View Application you can:
  - Find your property
  - Delineate its boundaries on the map
  - Measure its dimensions and area
  - Print the image to submit it with your declaration
- Through the smartphone application of the Cadastre you can:
  - Delimit your property by walking around it
  - Print the image to submit it with your declaration

ATTACH:

- A topographic diagram is necessary if:
  - It is attached to your contract
  - You declare ownership claiming usucaption on a parcel (in case of no apparent boundaries)
  - You have issued a building permit
  - You have drawn it up for any other use (e.g., purchase/sale)

PAY:

The fixed fee for each property right is:
- 35 €
- 20 for auxiliary spaces (e.g. warehouses, parking spaces)
- Not more than 70 € for two or more agricultural parcels in the same Local Authority (township or village)

SUBMIT:

- Declaration & accompanying documents:
  - At the Cadastral Survey Offices
  - Electronically at www.ktimatologio.gr

www.ktimatologio.gr 1015 or 210 6505600

The deed (e.g. contract)
- The registration certificate
- The topographic diagram (if any)
- Your identity card or passport
- A document with your TIN (e.g. tax clearance, PPC bill)

Webapps to help you locate your property are available free of charge at www.ktimatologio.gr

Pay along with your Declaration of Ownership in one-time or with interest-free instalments using a credit card

And you are also a part of it
Submit my Declaration in due time, since it is mandatory, otherwise I will pay more & I will be in trouble

Submit my Declaration & supporting documents electronically through the new upgraded electronic webservice, which is user-friendly.

Provide my e-mail, which is necessary for communication purposes and to check my details on the interim public presentation of the cadastral data.

Find forms, brochures, instructions & a list of Cadastral Survey Offices at www.ktimatologio.gr

That even if I own more than two agricultural land parcels (in the same Local Authority as it was before the Kapodistrias Plan), I will only pay for two of them, i.e. 70 €

That if there is no inheritance acceptance act, it is mandatory to submit the following:
- If there is a will: the deceased person’s ownership title (if any), the death certificate, a copy of the published will, and certificates “on the non-publication of another will” & “on the non-refusal of the inheritance”
- If there is no will: the deceased person’s ownership title (if any), the death certificate & certificates “of close relatives”, “on the non-publication of another will” & “on the non-refusal of the inheritance”

That there are three Central Cadastral Survey Offices:
- Thessaloniki: 48 B, Sarafi Finikas for Drama, Xanthi, Halkidiki, Kastoria & Florina 90, 26 Oktovriou (Porto Center) for R.U. of Thessaloniki, Grevena, Pieria, Rodopi & Thassos
- Athens: 137, Veikou Av. (Olympic Properties Galatsi) for the rest of the country

My notes:

Useful phone numbers:
Cadastre:
Cadastral Survey Office:
Land registry:
Notary:
Surveyor:
Lawyer:

My deadlines:
Area: ______________________
Date: ______________________

2019

My codes:
TaxisNET: ______________________
Cadastre: ______________________

Note to self:

______________________________
______________________________
______________________________