



MINISTRY OF PUBLIC AND BUSINESS SERVICE DELIVERY
Ministère des Services au public et aux entreprises

APOSTILLE
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5. at / à

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6. the / le **2025-04-07**

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委托书

委托人：[REDACTED] 年 月 日出生，公民身份号码：[REDACTED]

[REDACTED] 年 月 日出生，公民身份号码：[REDACTED]

受托人：[REDACTED] 年 月 日出生，公民身份号码：[REDACTED]

我们 [REDACTED] 是夫妻关系，坐落在海南省 [REDACTED] 路 [REDACTED] 号 [REDACTED] 产权证号：[REDACTED] 及相应占用的土地使用权是我们的夫妻共有财产，现委托 [REDACTED] 为我们的合法代理人，全权代表我们并以我们的名义办理如下事项：

一、代为签订房地产买卖合同等一切有关事宜。

二、代为办理上述房地产的转让、登记、评估、过户、缴纳相关费用和办理交/退税手续等一切有关事宜。

三、配合买方办理银行抵押/按揭贷款手续（含公积金贷款）及银行面签等一切有关事宜。

四、代为向银行等金融机构查询个人征信信息、出具征信报告等一切相关事宜。

五、代为办理上述房屋所有权证、国有土地使用证、不动产权证书的挂失、补证和领证（包括变更房产证内的面积）等一切有关事宜。

六、代为向房屋管理、国土等相关部门申请调档、查阅、复制相关档案材料、出具相关证明、办理数据关联手续等一切有关事宜。

七、代为办理二手房买卖合同网上签约、备案、修改交易密码等一切有关事宜。

八、代为向房屋管理部门申请出具唯一住房证明及相关税费减免证明等一切相关事宜。

九、代为办理上述房地产有线电视、管道燃气、水电、电话、物业过户手续等一切有关事宜。

十、代为办理资金监管手续及签署相关资金监管协议。

十一、代为办理与上述事项有关的未尽事宜。

受托人在办理上述委托事项过程中所签署的有关文件和实施的行为我们均予以承认。

受托人有转委托权。委托期限：自委托之日起至办完上述事项之日止。

受托人其中任意一人均可单独办理上述委托事项。

委托人（签名）[REDACTED]

日期：2025 3.20

I was [REDACTED] present

when the [REDACTED] was signed

March 28, 2025

Power of Attorney

Principals: [redacted] female, born on Feb [redacted], with citizen identity number: [redacted]

[redacted] male, born on [redacted] with the citizen identity number: [redacted]

Trustee: [redacted] female, born on Dec [redacted], with the citizen identity number [redacted]

We [redacted] (Cao) are husband and wife [redacted] 100, 1st Floor, Urban Management [redacted] Road, Hainan Province [Real Estate Ownership Certificate Number [redacted] and the corresponding land use right are our joint marital property. Now, we hereby entrust [redacted] as our legal agent to act on our behalf and in our name to handle the following matters with full authority:

1. Signing the real estate sales contract and all other related matters on our behalf.
2. Handling all matters related to the transfer, registration, evaluation, transfer of ownership, payment of relevant fees, and handling of tax payment/refund procedures for the above-mentioned real estate on our behalf.
3. Cooperating with the buyer to handle the bank mortgage/mortgage loan procedures (including provident fund loans) and bank face-to-face signing and all other related matters.
4. Inquiring about personal credit information from financial institutions such as banks, issuing credit reports, and handling all other related matters on our behalf.
5. Handling all matters related to the loss reporting, reissuing, and collection of the above-mentioned housing ownership certificate, state-owned land use certificate, and real estate ownership certificate (including changing the area in the housing property certificate) on our behalf.
6. Applying to relevant departments such as the housing management department and the land department for file retrieval, inspection, copying of relevant archive materials, issuing relevant certificates, and handling data association procedures on our behalf.
7. Handling all matters related to the online signing, filing, and modification of the transaction password of the second-hand housing sales contract on our behalf.
8. Applying to the housing management department for issuing a certificate of the only housing and certificates for relevant tax and fee exemptions on our behalf.
9. Handling all matters related to the transfer procedures of cable TV, pipeline gas, water and electricity, telephone, and property management for the above-mentioned real estate on our behalf.
10. Handling the funds supervision procedures and signing relevant funds supervision agreements on our behalf.
11. Handling any outstanding matters related to the above-mentioned matters on our behalf.

We hereby confirm and accept all relevant documents signed and actions taken by the trustee during the process of handling the above entrusted matters.

The trustee has the right to sub-delegate. The term of the entrustment shall be from the date of entrustment until the completion of the above-mentioned matters.

Any one of the trustees can handle the above entrusted matters independently.

S [redacted] re]

Date: March 20 [redacted]

