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委托书 POWER OF ATTORNEY

委托人： ， 性别： 男， 出生日期：

Principal: Gender: Male, Date of Birth: 1964/01/08, Passport No. .

受托人： 性别： 女， 出生日期： 1964/03/04, 护照号码：

Attorney-in-Fact: Gender: Female, Date of Birth: 1964/03/04, Passport No. .

我与 :妻关系 取得了坐落于

 的房屋[房屋所有权证书编号： 济房权证]。现共有人协商一致，准备在上述房产符合国家和当地房产政策下将上述房产出售，因委托人现在不方便亲自办理相关手续，故自愿委托受托人为代理人，办理如下事项：

 husband and wife

acquired by inheritance the property located at

Residential Area, Shizhong District, Jinan City [Property Ownership Certificate No. Jifang Quan:]

The co-owners have unanimously agreed to sell the above property, subject to compliance with national and local real estate policies. As the Principal is currently unable to personally handle the relevant procedures, the Principal hereby voluntarily appoints the Attorney-in-Fact to act on his behalf in handling the following matters:

一、代为将上述房产出售；

To sell the above-mentioned property on behalf of the Principal;

二、代为与买受人办理上述房产的买卖及过户手续，签订、撤销网签协议、办理测绘及面积变更；

To handle the sale, purchase and title transfer procedures of the above-mentioned property with the purchaser, to sign and cancel online filing agreements, and to handle surveying and area adjustment procedures;

三、代为交纳税费、办理有关税务部门的完税证明；

To pay taxes and fees and obtain tax payment certificates from the relevant tax authorities;

四、协助买受人办理银行贷款（包括商业贷款和公积金贷款）的相关手续；

To assist the purchaser in handling bank loan procedures (including commercial loans and housing provident fund loans);

五、代为开具房屋登记信息查询结果证明；

To obtain certificates of property registration information inquiry results;

六、代为办理该房产的物业管理费、水电、燃气、暖气、公共维修基金等交割过户更名手续；

To handle transfer and change-of-name procedures relating to property management fees, water, electricity, gas, heating, public maintenance funds and other related matters for the property;

七、代为办理出售该房产资金监管相关所有手续，代为签订资金监管协议；代为办理售房房款担保支付所有相关手续，代为签订担保支付协议；

To handle all procedures relating to escrow and supervision of sale proceeds for the property, and to sign escrow agreements; to handle all procedures relating to guaranteed payment of sale proceeds and to sign guaranteed payment agreements;

八、代为办理出售此房的户口迁出手续；

To handle household registration relocation procedures relating to the sale of the property;

九、代为办理出售此房的所有证件的纠错手续及办理上述事宜时的资料纠错等相关手续；

To handle correction procedures relating to all certificates connected with the sale of the property, as well as correction procedures for documents used in the handling of the above matters;

十、房地产登记机关要求与出售上述房产交易相关的其他一切相关事宜。

To handle any and all other matters required by the real estate registration authority relating to the sale transaction of the above-mentioned property.

十一、前往国家外汇管理局山东省分局（济南）提交“个人财产转移”申请，递交申请表及申请所需文件，签字补充资料及手续。

To attend at the Shandong Branch (Jinan) of the State Administration of Foreign Exchange to submit an application for "Transfer of Personal Assets," submit application forms and required supporting documents, and sign supplementary documents and complete related procedures.

所有受托人在其权限范围及代理期限内签署一切有关合法文件及办理相关手续，委托人均予以承认。

The Principal acknowledges and ratifies all lawful documents executed and procedures completed by the Attorney-in-Fact within the scope of the authority granted and during the term of this authorization.

委托期限：自 2026 年 6 月 5 日至房屋出售及其他所有事宜手续办完为止。

Term of Authorization: From June 5, 2026 until the completion of the sale of the property and all other related procedures.

受托人有转委托权。

The Attorney-in-Fact shall have the right to delegate the authority granted herein.

委托人（签名）Principal (Signature):

日期 Date: 2026.06.09

I was personally present
when the document was signed.)