

BUYER DUE DILIGENCE CHECKLIST (MÉRIDA)

Use this checklist to track verifications before closing.

General guidance only — confirm specifics with your notary and/or attorney.

A) Property Fit and Decision Basics

- Confirm intended use: Full-time / Part-time / Rental / Mixed
- Confirm neighborhood fit (walkability / noise / parking reality)
- Confirm must-haves: Pool / Garage / Garden / Single-level / Turnkey / Renovation OK
- Confirm inclusions (appliances, furniture, equipment) in writing
- Confirm seller timeline and your target closing window

B) Offer / Agreement Clarity

- Purchase price and key terms are clearly written
- Deposit amount and timing are clearly written
- Closing date / timeline is clearly written
- Inclusions list is attached or itemized in the agreement
- Any conditions tied to due diligence are clearly stated (if applicable)

C) Ownership and Registry Checks (Legal)

- Seller identity and legal capacity to sell confirmed
- Escritura (title deed) provided for review
- Property matches documentation (address/description/measurements consistent)
- Certificado de Libertad de Gravamen requested and reviewed (liens/encumbrances)
- Any annotations/restrictions are explained and resolved before closing
- If condo/HOA: legal regime documentation provided (if applicable)

D) Taxes and Obligations

- Predial (property tax) status confirmed as current
- Water account status confirmed (where applicable)
- Electricity account status confirmed (where applicable)
- HOA/condo fees current (if applicable)
- Any special assessments disclosed (if applicable)

E) Condominium / HOA (if applicable)

- Condominium bylaws/rules obtained (Régimen en Condominio)
- Rental restrictions reviewed (short-term vs long-term)
- Rules affecting renovations reviewed (permits/approvals)
- Parking rules confirmed
- Reserve fund / maintenance responsibilities understood

F) Physical Inspection and Systems (Recommended)

- Roof/waterproofing history reviewed
- Moisture indicators checked (walls/ceilings/floors)
- Plumbing pressure and drainage tested
- Electrical panel and grounding reviewed
- Structural indicators assessed (cracks/settlement patterns)
- Pool equipment inspected (if applicable)
- A/C systems inspected (if applicable)

G) Renovation / Feasibility (if applicable)

- Scope of prior renovations documented (what/when/by whom)
- Feasibility assessment completed for planned work
- Budget range + timeline estimated by qualified specialist(s)
- Contingency plan included in your budget

H) Foreign Buyer Ownership Structure (if applicable)

- Ownership pathway confirmed: Fideicomiso / Corporation / Other
- Structure aligns with intended use (personal vs business/rental)
- Timeline impact understood (avoid last-minute delays)

I) Closing Readiness

- Notary selected / file opened / timeline confirmed
- List of required buyer documents confirmed
- Funds transfer plan confirmed (timing + logistics)
- Final inclusions list confirmed
- Utility/service transition plan prepared (post-closing)

Notes / Questions:

Buyer Due Diligence FAQ

Short answers to common questions buyers ask during due diligence.

What is a “Certificado de Libertad de Gravamen”?

It’s a registry certificate used to confirm whether a property has registered liens/encumbrances. It helps verify the legal status before transfer.

Who requests the Libertad de Gravamen certificate?

Typically the notary coordinates this as part of the closing file, but you should confirm it has been requested and reviewed.

Do I still need an inspection if a notary is involved?

Yes. The notary’s role is primarily legal. A physical inspection helps you understand condition, maintenance needs, and near-term costs—especially for older homes or renovated properties.

What should I verify about furniture and appliances?

Get a written inclusions list (itemized) before closing. Assumptions cause problems—confirm exactly what stays, and in what condition.

What are the most common “surprise” issues in Mérida?

Waterproofing/moisture, plumbing/drainage, electrical load/grounding, and renovation scope being larger than expected.

If the property is a condo, what documents matter most?

Condominium regime documents/bylaws, monthly fees, special assessments, reserve fund health (if disclosed), and any rental restrictions.

When should foreign buyers decide on fideicomiso vs corporation?

Early. Ownership structure can affect timeline and required documentation. Decide as soon as you’re serious about a specific property.

What’s the #1 reason closings get delayed?

Missing or inconsistent documentation, unclear ownership structure planning, or last-minute surprises uncovered during due diligence.