AADHAN

PROPERTY

ILLUSTRATIVE SAMPLE

Transaction Readiness Checklist

A clear view of what still needs doing.

COMPLETE / BUYER-SIDE SUPPORT

Tasks / Dependencies / Responsibilities

Example reporting format with hypothetical information.
Not a completed client assignment or professional opinion.

ILLUSTRATIVE DELIVERABLE 04

Transaction Readiness

Fictional demonstration. No real buyer, property, field visit or client result is represented.

See what is complete, what is missing and who needs to act. This example is still at selection; no payment or signing recommendation is made.

Dependency	Status	Responsible role / next action
Budget basis	Not supplied	Buyer: confirm range and inclusions.
Property selected	Not complete	Buyer: review comparison after evidence requests.
Title review	Not started	Advocate, if engaged: agree scope and receive documents.
Access evidence	Clarification required	Local visit team / appropriate professional: obtain observations and review records.
Registration plan	Not ready to plan	Buyer and responsible professionals: resolve upstream selection and inputs first.

Use precise status language

Not requested. Requested. Received, not reviewed. Under review. Clarification required. Completed for agreed scope. Not applicable, with a reason recorded.

Readiness is a record, not a clearance

A real checklist identifies the evidence and version, owner, next action, date and decision affected. Specialist opinions remain separate. Completed for scope means the recorded task was completed within its defined scope.

Your next local task

Send Aadhan a property, shortlist or requirement. The engagement proposal should identify the work, outputs, fees and any separately appointed professional services.

Editable companion: 04_Aadhan_Transaction_Readiness_Template.md. This entire pack is illustrative and may not be presented as an anonymised real assignment.