

房屋购买委托书
Letter of Authorization for Property Purchase

委托人: Principal:		联系地址: Address:	
出生年月: DOB:		电话: Phone:	
护照号码: Passport No:		国籍: Nationality:	美国 American
受托人: Agent/Trustee:		电话: Phone:	
身份证号码 ID Number:		联系地址: Address:	

鉴于委托人拟购买房屋, 为确保本次房屋买卖交易的顺利进行, 特授权受托人代理并处理有关购买房屋的事宜, 达成以下委托协议:

Whereas the Principal intends to purchase a property, and in order to ensure the smooth progress of the real estate transaction, the Principal hereby authorizes the Agent to act on behalf of the Principal for the purchase of the property, and both parties agree to the following terms:

1. 购房目标: 委托人拟购买位于 _____ 的房产(以下简称“目标房产”)。
Property Objective: The Principal intends to purchase a property located at _____ (hereinafter referred to as the "Target Property").

2. 委托内容: 委托人授权受托人代理进行以下事项:

Scope of Authorization: The Principal authorizes the Agent to carry out the following tasks:

- 1) 协助委托人与房东或卖方联系, 安排看房事宜;
Assist the Principal in contacting the landlord or seller and arranging property viewings;
- 2) 帮助委托人核实目标房产的产权、房屋权属和相关证件的真实性和合法性;
Help the Principal verify the authenticity and legality of the property rights, ownership, and relevant documents of the Target Property;
- 3) 协助委托人进行房屋买卖谈判, 并代表委托人就购房价格、交付方式等相关事宜与房东或卖方协商;
Assist the Principal in negotiating the terms of the property purchase, including price and payment methods, with the landlord or seller;

4) 准备相关购房合同和文件, 并确保委托人理解合同内容;

Prepare relevant purchase agreements and documents, ensuring that the Principal understands the content of the contracts;

5) 协助委托人办理购房贷款相关手续(如适用);

Assist the Principal in handling relevant procedures for property purchase loans (if applicable);

6) 代表委托人进行房屋交割手续, 确保房屋交易的顺利完成。

Represent the Principal in property handover procedures, ensuring the smooth completion of the property transaction.

3. 委托期限: 本委托书有效期为_____, 即自签署之日起至_____。在上述有效期届满前如委托人认为有必要继续代理, 则双方可协商签署延期委托书。

Duration of Authorization: This Letter of Authorization is valid from_____ to_____. If both parties deem it necessary to continue the agency beyond the specified period, an extension of the authorization can be negotiated and documented in a separate agreement.

4. 法律责任: 委托人理解, 在受托人代理期间, 委托人应积极配合受托人的工作, 并提供真实、准确的购房信息。如因委托人提供虚假信息或不配合, 导致交易中断或发生其他损失, 委托人应负相应的法律责任。

Legal Responsibility: The Principal understands that during the agency period, the Principal shall actively cooperate with the Agent and provide true and accurate information regarding the property purchase. If the Principal provides false information or fails to cooperate, resulting in transaction interruption or other losses, the Principal shall bear corresponding legal responsibilities.

5. 其他约定: 本委托书项下的一切争议, 应由双方协商解决。如协商不成, 任何一方可向有管辖权的人民法院提起诉讼。

Other Agreements: Any disputes arising from this Letter of Authorization shall be settled through mutual consultation between the parties. If no agreement can be reached, either party may bring the matter before the competent court.

6. 委托书生效: 本委托书自双方签字盖章之日起生效。

Effectiveness of the Letter: This Letter of Authorization shall take effect upon the signatures and seals of both parties.

委托人(签名): _____

Principal (Signature): : _____

日期: _____

Date: _____

请注意, 这只是一个模板, 并可能需要根据您的特定情况进行修改。在填写并使用这份声明之前, 您可能需要寻求法律专家的建议。另外, 一些地方可能需要此委托书在见证人或公证人在场的情况下签署, 以达到法律效力。

