

# 卖房委托书

## Power Of Attorney

委托人：姓名\_\_\_\_性别\_\_\_\_出生日期\_\_\_\_国籍\_\_\_\_身份证件名称\_\_\_\_证件号码\_\_\_\_现居住地址\_\_\_\_电话\_\_\_\_

principal: Name\_\_Gender\_\_Date of birth\_\_Nationality\_\_ID Type\_\_ID Number\_\_Current Address\_\_Phone Number\_\_

委托人：姓名\_\_\_\_性别\_\_\_\_出生日期\_\_\_\_国籍\_\_\_\_身份证件名称\_\_\_\_证件号码\_\_\_\_现居住地址\_\_\_\_电话\_\_\_\_

principal: Name\_\_Gender\_\_Date of birth\_\_Nationality\_\_ID Type\_\_ID Number\_\_Current Address\_\_Phone Number\_\_

受托人：姓名\_\_\_\_性别\_\_\_\_出生日期\_\_\_\_国籍\_\_\_\_身份证件名称\_\_\_\_证件号码\_\_\_\_现居住地址\_\_\_\_电话\_\_\_\_

Attorney: Name\_\_Gender\_\_Date of birth\_\_Nationality\_\_ID Type\_\_ID Number\_\_Current Address\_\_Phone Number\_\_

我（委托人），\_\_\_\_，现居住在\_\_\_\_，因故无法亲自办理出售位于\_\_\_\_的相关事宜，在此特委托\_\_\_\_（受托人），现居住在\_\_\_\_，为我的代理人，就上述房地产在本人所有权份额内，并以我(们)的名义办理以下所列明的全部事项，受托人无转委托权。

As I am not able to the handle the relevant matters in person pertaining to the disposal of the properties located at\_\_\_\_, I (Principal),\_\_\_\_, with the current residence at\_\_\_\_, hereby appoint\_\_\_\_ (Attorney), with the current residence at\_\_\_\_, as my attorney in fact to act in my capacity to conduct all such act as set out below on my behalf, within my ownership of such properties. The power of attorney is not re-transferable.

### 壹、 代为签订定金协议

1. To sign the deposit agreement

### 贰、 代为签订房地产买卖合同

2. To sign the sales and purchase contract of properties

### 叁、 代为办理房地产产权登记、过户手续， 代为签署相关登记文件

3. To handle the ownership registration, ownership transfer of properties and to sign the relevant registration documents

### 肆、 代为申请及办理还贷、退保手续， 代为办理抵押注销手续、 代为向银行领取有关注销抵押材料（包括签署有关文件、领取保险费、领取他项权利证明等）

4. To apply and handle loan repayment and insurance withdrawal procedures, to handle mortgage cancellation, to collect relevant mortgage cancellation materials from the bank (including to sign relevant documents, collect the premium, collect mortgage right certificate, etc.)

凡受托人在上述委托权限内代理委托人就上述房地产所实施的法律行为及所造成的法律后果，委托人均予以认可。

The Principal shall acknowledge any and all of the legal acts and the legal consequences caused thereby conducted by the Attorney on behalf of the Principal with respect to the above mentioned properties with her authorization scope.

上述委托的期限自委托人签署本委托书之日起至上述所列的全部事项办理完毕为止。

The term of the above mentioned authorization shall commence since the execution of this

document till all such matters as set out above have been completed. 委托人 :  
Principal Name:

委托人 (Principal Name) :  
委托人签名 (Signature of Principal) :  
日期 (Date) :

State of \_\_\_\_\_

County of \_\_\_\_\_

On this \_\_\_ day of \_\_\_, 20\_\_\_, before me personally appeared \_\_\_\_\_, to me known to be the person described in and who executed foregoing instrument, and acknowledged that such person execute the same as such person free act and deed.

Notary Public Signature: \_\_\_\_\_

Commission expiration: \_\_\_\_\_