

**Data sheet: Contract of sale and transfer**  
**for company shares in a German Limited Liability Company (GmbH) or Ger-**  
**man Entrepreneur Company with Limited Liability (UG)**

|   |           |
|---|-----------|
| <b>Purchase item details/Company information:</b> |           |
| Company name:                                     | _____     |
| Registered office:                                | _____     |
| Competent commercial register:                    | _____     |
| Commercial register number:                       | HRB _____ |

|  |
|--|
| <b>Do the company shares need to be split before disposal?</b>   |
| <input type="radio"/> No   |
| <input type="radio"/> Yes, the company share(s) with the no(s.) _____ with a nominal value of EUR _____ are split into the company shares with the no(s.) _____ with a nominal amount of EUR _____ and _____ |

|   |   |
|---|---|
| <p><b>1. Seller</b><br/>Surname: _____<br/>First name(s): _____<br/>Name at birth: _____<br/>born on: _____<br/>Address: _____<br/>_____<br/><i>(for companies, please enter business name, registered office and commercial register number instead)</i></p> <p>Quantity and numbers of the company shares sold:</p> <p><input type="radio"/> All company shares<br/><input type="radio"/> _____ company shares with the nos. _____ to _____ (EUR _____ in total)</p> <p>Purchase price: EUR _____</p> <p>Bank details for purchase price payment:</p> <p>IBAN: DE _____<br/>BIC _____</p> | <p><b>2. Seller</b><br/>Surname: _____<br/>First name(s): _____<br/>Name at birth: _____<br/>born on: _____<br/>Address: _____<br/>_____<br/><i>(for companies, please enter business name, registered office and commercial register number instead)</i></p> <p>Quantity and numbers of the company shares sold:</p> <p><input type="radio"/> All company shares<br/><input type="radio"/> _____ company shares with the nos. _____ to _____ (EUR _____ in total)</p> <p>Purchase price: EUR _____</p> <p>Bank details for purchase price payment:</p> <p>IBAN: DE _____<br/>BIC _____</p> |
|---|---|

|   |   |
|---|---|
| If applicable, particularities regarding power of representation: | If applicable, particularities regarding power of representation: |
|---|---|

|   |   |
|---|---|
| <b>1. Buyer</b><br><br>Surname: _____<br>First name(s): _____<br>Name at birth: _____<br>born on: _____<br>Address: _____<br>_____<br><i>(for companies, please enter business name, registered office and commercial register number instead)</i><br><br>Quantity and numbers of the company shares acquired:<br><br><input type="radio"/> All company shares<br><input type="radio"/> _____ company shares with the nos. _____ to _____<br>(EUR _____ in total)<br><br>If applicable, particularities regarding power of representation:<br>_____ | <b>2. Buyer</b><br><br>Surname: _____<br>First name(s): _____<br>Name at birth: _____<br>born on: _____<br>Address: _____<br>_____<br><i>(for companies, please enter business name, registered office and commercial register number instead)</i><br><br>Quantity and numbers of the company shares acquired:<br><br><input type="radio"/> All company shares<br><input type="radio"/> _____ company shares with the nos. _____ to _____<br>(EUR _____ in total)<br><br>If applicable, particularities regarding power of representation:<br>_____ |
|---|---|

|   |                       |
|---|-----------------------|
| <b>Will there be changes in the company management?</b> |                       |
| <input type="radio"/> No                                |                       |
| <input type="radio"/> Yes, i.e.:                        |                       |
| Withdrawing managing directors:                         |                       |
| New managing directors:                                 |                       |
| 1. Managing director:                                   | 1. Managing director: |
| Surname: _____  | Surname: _____        |
| First name(s): _____                                    | First name(s): _____  |
| Name at birth: _____                                    | Name at birth: _____  |
| born on: _____  | born on: _____        |

|  |  |
|--|--|
| Resident in: _____   | Resident in: _____   |
| Power of representation:<br><input type="radio"/> Sole power of representation<br><input type="radio"/> Joint power of representation<br><input type="radio"/> Exempt from § 181 BGB | Power of representation:<br><input type="radio"/> Sole power of representation<br><input type="radio"/> Joint power of representation<br><input type="radio"/> Exempt from § 181 BGB |

**Will the articles of association be amended?**

No

Yes, i.e.:

Registered office is moved to: \_\_\_\_\_

The company objects are amended as follows:

\_\_\_\_\_

\_\_\_\_\_

The business name is amended as follows:

\_\_\_\_\_

Other amendments: \_\_\_\_\_

\_\_\_\_\_

**Will there be changes to the company address?**

No

Yes, new address: \_\_\_\_\_

**Are there any particularities to be considered or are special provisions planned?**

No

Yes,

**Were all the parties involved present at the notarial recording?**

Yes

No, \_\_\_\_\_ (*name, date of birth, address*) is present on behalf of \_\_\_\_\_

**Are all participants sufficiently proficient in German or English?**

Yes  No, \_\_\_\_\_ speaks only the following languages:

\_\_\_\_\_

(Please note: For notarisation, it is necessary that all parties involved have sufficient command of the German or English language. If this is not the case, a sworn interpreter or other official translation is required for the notarisation. Please contact us in advance if you have any questions in this regard).

**Please prepare a draft and send it so:**

- |                                |   |                               |
|--------------------------------|---|-------------------------------|
| <input type="radio"/> Sender   | <input type="radio"/> All the parties to the contract of sale |                               |
| <input type="radio"/> Via post | <input type="radio"/> Via email                               | <input type="radio"/> Via fax |

\_\_\_\_\_  
(Client signature)

Please send this form via email to [info@notare-rahstedt.de](mailto:info@notare-rahstedt.de) or via fax to +49 40 675 675-11.

Please do not hesitate to contact us if you have any further questions.