

VENDOR QUESTIONNAIRE

As part of our commitment to secure you the best offer for your property in the shortest timescale; and in line with the Consumer Protection Regulations 2008, please can you supply us with the following information to ensure that all facts are accurate and convey a true impression of the property. Please note this is an internal office document and will not be shared; nor shown to prospective buyers.

For admin use only			
Property address			
Is the property vacant? Yes No	Tenancy end date	Is the property in probate? Yes No	If Yes, details
Date Property was built	How long have you owned the property?		Date of purchase
Tenure Leasehold Freehold Share of Freehold			Leasehold years remaining
Ground Rent per annum £ Paid to		Service / Maintenance charge £ p.c.m quarterly p.a Paid to	
What is the Council Tax Band/ Amount Per Year?	Timescale for moving	What are the reasons for selling the property?	
Do you require a Mortgage for your onward purchase? Yes No	Can you sell with no onward chain? Yes No	Chosen solicitor details	
We thoroughly recommend engaging a solicitor at your earliest opportunity to help speed up the process once buyers are secure. We would be happy to supply you with a quote from a local firm should you require one.			

Property details			
Mains Gas Yes No		Mains Water Yes No	
Connected to mains drainage? Yes No		Fireplace Open Gas Electric	
How old is the boiler?		When was the boiler last serviced?	
Garage Yes No Single Double		Permit parking Yes No	Cost per year No. of spaces
Loft Yes No	Loft details Boarded Insulated Ladder Light		
Has the property been extended in any way? Yes No	Details		
What improvements and alterations have been made?			
Details and dates			
Does the property benefit from any guarantees or warranties?			
If so, please give details			
<p>****PLEASE NOTE**** You will be required to submit confirmation through your solicitors that your boiler has been serviced/ safety checked in the last 12 months as part of your sale. Please ensure this is booked at your earliest convenience if not completed in over 12 months.</p>			

Property details (continued)		
Is there anything you will include as part of the sale? Appliances, shed, fixtures and fittings etc...		
What items are negotiable? Appliances, furniture etc...		
Describe the demographic of your neighbours in as much detail as you know. (Example #21 is a family with two children aged about 6 & 10)		
Garden <input type="checkbox"/> Sole use <input type="checkbox"/> Shared	Aspect <input type="checkbox"/> N <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> W	Dimensions
Which boundaries are you responsible for?		Garden leased or owned by the property
Please indicate any key information or facts which you believe should be specifically mentioned in the marketing of the property		
Do you agree to have a For Sale Board put up? <input type="checkbox"/> Yes <input type="checkbox"/> No		Location preferences

DECLARATION

I believe that the information supplied on this document is accurate to the best of my knowledge.

Name (please print)
Signed
Date