

Sale Questionnaire

Ref:

RE:

Please complete this questionnaire and return it to us as soon as possible to assist us in the sale of the property.

It is important that full and accurate information is supplied otherwise the Purchaser might be entitled to claim damages or rescind the transaction even after the sale has been completed. If you cannot supply full information immediately, please complete this form as far as you can and return it to us now and arrange for the remaining information to be provided when available. The questions are designed to obtain the information usually asked by the Purchaser through solicitors.

1	<p>(a) The full names and present address of the owners of the property and also their home and/or office telephone numbers and email address.</p> <p>(b) The full names of any occupiers who are not owners of the property and their relationship to the owners and their age</p> <p>(c) Has any occupier who is not an owner or anyone else made a financial contribution towards the purchase of the property or subsequently paid for improvements? If so please provide full details</p>	
2	<p>(a) Please state the full names and addresses of the Purchaser and of his/her solicitors, if known</p> <p>(b) Telephone number and email address for purchaser, if known</p> <p>(c) Please state the full name and address of any Estate Agents involved in this sale. We usually settle the Estate Agents invoice on completion unless you advise otherwise</p> <p>(d) Are the Estate Agents' Particulars correct in all respects (save for approximate room size)?</p>	
3	<p>(a) What is the agreed sale price? Has any deposit or any money been paid to you in consideration of the purchase price?</p> <p>(b) Please disclose any agreements between the purchasers or the estate agent and you.</p>	
4	<p>(a) If the property is mortgaged please give the name and address of the Building Society or other Mortgagee and any account, roll or reference number. Please do not cancel your mortgage payments before the completion</p>	

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	date as this may give rise to a wrong figure being notified to us by your mortgage lender to redeem the mortgage (b) If you hold any of the title deeds i.e. lease, planning documents, share certificate etc. please arrange to forward these to us.	
5	Will vacant possession of the whole of the property be given on completion of the sale?	
6	Please give a brief description of the property, e.g. house, bungalow, or flat and whether detached or otherwise and whether it has a garage or outbuildings etc.	
7	(a) Upon what date do you wish to give possession of the property and to complete the sale? (b) Is this related to acquiring any other property?	
8	Please provide your bank details so that we can account to you for the sale proceeds if not used for a connected purchase.	
9	Would you like a lawyer from Grant Saw's Wills department to contact you to review or prepare a Will?	Yes / No
10	If you are selling a flat with a share of freehold and there are common parts, it is a legal requirement to provide a fire risk assessment report and asbestos report.	Yes - Please provide copies. No - We can assist in obtaining. Please contact us for details.

Signed:

Dated: