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| SELLERS PROPERTY QUESTIONNAIRE |
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Property:

Seller:

Matter:

IMPORTANT NOTES FOR THE SELLER

The answers should be given by **all** the legal owners of the Property (or the owner's legal representatives if selling under a Power of Attorney or Grant of Probate). If there is more than one seller, each should check that the answers given are accurate and all sellers must sign the form.

This form provides detailed information to the buyer which may be relied upon. You must disclose all matters affecting the Property: if any inaccurate or incomplete information is given to the buyer, the buyer may be able to claim compensation from you or refuse to complete the purchase. If you do not know the answer to any question, you must say so. You should answer the questions from your own knowledge: you are not expected to have knowledge of technical or legal matters or matters which occurred prior to your ownership.

If anything changes after you fill in this questionnaire, but before the sale is completed, you must tell us IMMEDIATELY. This is as important as giving the right answers in the first place. You are strongly advised not to change any arrangements, e.g. with a tenant or neighbour, without seeking legal advice.

If you are unsure of the meaning of any questions, please ask us. Please enclose all documents and other papers referred to in the questions. If you receive any notices relating to the Property at any time before the sale is completed, you will need to pass them to us.

Please circle the correct answers and provide any extra information, as requested.

IMPORTANT NOTES FOR THE BUYER

If you are unsure of the meaning of any question/answer or if you are given any information separately from this form upon which you wish to rely, you should inform us.

You should satisfy yourself as to the physical condition of the Property, you should undertake your own survey or make independent enquiries and not rely solely on the information within this form.

The seller is not expected to have knowledge of legal or technical matters or matters prior to their ownership.

1. Boundaries

NOTE: If the Property is a flat or apartment, parts of this section may not apply.

“Boundaries” mean any fence, wall, hedge or ditch which marks the edge of your property.

1.1 Looking towards the house from the road, who owns the boundary:

| | | | | |
|--------------------|-------|-----------|--------|------------|
| (i) on the left? | We do | Next door | Shared | Don't know |
| (ii) on the right? | We do | Next door | Shared | Don't know |
| (iii) at the back? | We do | Next door | Shared | Don't know |
| (iv) at the front? | We do | Next door | Shared | Don't know |

1.2 If an answer to 1.1 is “Don't know”, please give details of the boundaries that the seller has actually repaired or maintained:

.....

1.3 If the boundaries are irregular and you need to clarify your answer to 1.1, please indicate ownership or which have been maintained by the seller by reference to a plan.

Enclosed/To follow

1.4 Does the seller know of any boundary being moved in the last 20 years?

No / Yes

If 'Yes' please give details:

.....

1.5 During the seller's ownership, has any land previously forming part of the property been sold or has any adjacent land been bought?

No / Yes

If 'Yes' please give details:

.....

1.6 Does any part of the property or building on the property overhang or project under any neighbouring property or road?

No / Yes

If 'Yes' please give details:

.....

1.7 Has any notice under the Party Wall Act 1996 in respect of any shared/party boundaries been received?

No / Yes

NOTE: If 'Yes', please provide a copy and give details of any works carried out or agreed.

Enclosed/ To Follow

.....

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2. Disputes

| | |
|--|----------|
| <p>2.1 Are you aware of any past or current disputes, or anything which might lead to a dispute with neighbours or others regarding boundaries, rights of access or any other matters relating to your property?</p> <p>If 'Yes' please give details:</p> <p>.....</p> <p>.....</p> | No / Yes |
| <p>2.2 Have you complained or had cause to complain about the condition or the use of any adjoining or neighbouring property?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | No / Yes |

3. Notices

| | |
|---|----------|
| <p>3.1 Have you had any discussions or sent or received any letters or notices which affect your property in any way (e.g. to or from neighbours, the Council or a government department)?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | No / Yes |
| <p>3.2 Are you aware of any proposals to develop nearby land or to alter nearby buildings?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | No / Yes |

4. Changes to the Property

Local authorities regulate development by either granting or refusing planning consent for building work. Local authorities also control the quality of the building work to ensure a minimum safety standard of construction is met by either granting or refusing building regulation approval. The Building Regulation Completion Certificate is issued after inspecting the finished building work. Some work can be certified by contractors as 'Competent Persons': further information can be found at www.gov.uk.

NOTE TO SELLER:

Please provide all consents and certificates referred to in this section. Copies may be available from the Local Authority website. Competent Persons Certificates may be obtained from the contractor (e.g. FENSA or Gas Safe Certificate).

NOTE TO BUYER:

If alterations have been made since the property was last valued for Council Tax, the sale may trigger a revaluation affecting the council tax band. Further information can be found at www.voa.gov.uk.

| | |
|---|--------------------------------------|
| 4.1 Have any of the following changes taken place to any part of the property (including the garden)? (Please indicate where you are enclosing the consents or certificates in the answer to each question) | |
| (i) Building works (e.g. conservatory, loft conversion, garage, extension or removal of internal walls etc.) If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| (ii) Change of use (e.g. from commercial to residential) If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| (iii) Sub-division into two or more properties or flats If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| (iv) Installation of a central heating boiler If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| (v) Window replacement and installation of windows, roof lights, glazed doors since 1 April 2002 If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| (vi) Electrical works If 'Yes' please give details: | No / Yes Enclosed / To Follow |
| 4.2 If any of the answers given in 4.1 is 'Yes' and there are no planning permissions, Building Regulation Approvals and Completion Certificates, please explain why (e.g. the work was exempt): | |

| | | | |
|---|----|--------------------------------------|------------|
| 4.3 (i) Is the seller aware of any conditions within planning permissions or Building Regulations approvals which have not been complied with; any unfinished work; or work that does not have all the necessary consents? If 'Yes' please give details: | | No / Yes | |
| (ii) Are there any planning or building regulation issues to resolve? If 'Yes' please give details: | | No / Yes | |
| (iii) Have any Planning Consents or Building Regulation Approvals been applied for and refused? If 'Yes' please give details: | | No / Yes | |
| 4.4 Is the property or any part of it: | | | |
| (i) a listed building? <i>NOTE: If 'Yes' please provide a copy of the Listed Building Consent</i> | No | Yes Enclosed / To Follow | Don't know |
| (ii) in a conservation area? | No | Yes | Don't know |
| 4.5 (i) Have solar panels been installed at the property? If 'Yes' please state date of installation: | | No / Yes | |
| (ii) Are the solar panels owned outright? | | No / Yes | |
| (iii) Has a long lease of the roof/air space been granted to the solar panel provider? <i>NOTE: If 'Yes', please provide a copy of the lease and related paperwork</i> | | No / Yes Enclosed / To Follow | |
| 4.6 (i) Are any trees at the property subject to a Tree Preservation Order? <i>NOTE: If 'Yes', please provide a copy of the Order and related paperwork</i> | No | Yes Enclosed / To Follow | Don't know |
| (ii) Have the terms of the Tree Preservation Order been complied with? | No | Yes | Don't know |

5. Guarantees etc.

NOTE TO SELLER: All guarantees, warranties and related paperwork should be enclosed with this form.

NOTE TO BUYER: Some guarantees only protect the person who had the work carried out and may not be valid if the terms of the guarantee have been breached. You may wish to contact the installer to check whether you will also have the benefit of the guarantee.

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|---|----|-----|----------------------|
| 5.1 Are there any guarantees or insurance policies for any of the following: | | | |
| (i) NHBC or similar (houses less than 10 years old) | No | Yes | Enclosed / To Follow |
| (ii) Damp Proofing? | No | Yes | Enclosed / To Follow |
| (iii) Glazing? | No | Yes | Enclosed / To Follow |
| (iv) Electrical Work? | No | Yes | Enclosed / To Follow |
| (v) Roofing? | No | Yes | Enclosed / To Follow |
| (vi) Timber Treatment? | No | Yes | Enclosed / To Follow |
| (vii) Legal Indemnity Policies (e.g. missing rights of way, or lost deeds)? | No | Yes | Enclosed / To Follow |
| (viii) Central Heating? | No | Yes | Enclosed / To Follow |
| (ix) Underpinning? | No | Yes | Enclosed / To Follow |
| (x) Anything Similar? | No | Yes | Enclosed / To Follow |
| 5.2 Have you made a claim under any of the guarantees or insurance policies in 5.1? Please give details of any claim already made or notified | | | No / Yes |

6. Insurance

| | |
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| 6.1 Does the seller insure the property? | No / Yes |
| 6.2 Has any buildings insurance taken out by the seller even been: | |
| (i) subject to an abnormal rise in premiums? If 'Yes' please give details: | No / Yes |

| | |
|--|----------|
| (ii) subject to high excesses? If 'Yes' please give details: | No / Yes |
| (iii) subject to unusual conditions? If 'Yes' please give details: | No / Yes |
| (iv) refused? If 'Yes' please give details: | No / Yes |
| 6.3 Has the seller made any buildings insurance claims? If 'Yes' please give details: | No / Yes |

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| 7. Environmental Matters |
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NOTE:

- (a) *Flooding may be seasonal; irregular or a one-off occurrence. The property does not need to be near the sea or a river for flooding to occur. Further information about flooding may be found at www.defra.gov.uk and about the types of flooding and Flood Risk Reports at www.environment-agency.gov.uk*
- (b) *Radon Gas is a naturally occurring inert radioactive gas found in the ground. Some parts of the country are more affected than others. Remedial action is recommended for properties with a test result above the 'recommended action level'. Further information can be found at www.hpa.org.uk.*
- (c) *An Energy Performance Certificate (EPC) gives information about the energy efficiency of the property. Further information can be found at www.gov.uk*
- (d) *Further information about the Green Deal scheme can be found at www.gov.uk.*
- (e) *Japanese Knotweed is an invasive plant which can damage property and take several years to eradicate.*

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| 7.1 Flooding | <i>Please see Note (a)</i> |
| (i) Has any part of the property (including the garden) ever been flooded? | No / Yes |
| (ii) If the answer to 7.1(i) above is 'Yes', what type of flooding occurred? | |
| (a) Ground Water | No / Yes |
| (b) Sewer flooding | No / Yes |
| (c) Surface water | No / Yes |
| (d) Coastal flooding | No / Yes |
| (e) River flooding | No / Yes |

| | | | |
|---|--|----|-----------------------|
| (f) Other If 'Yes' please give details: | | | No / Yes |
| (iii) Has a Flood Risk Report been prepared? | | | No / Yes |
| 7.2 Radon Gas <i>Please see Note (b)</i> | | | |
| (i) Have you ever had any report carried out for the presence of Radon Gas in your property? | | | No / Yes |
| (ii) Was the test result below the 'recommended action level'? | | | No / Yes |
| (iii) Were any remedial actions taken when it was built to reduce Radon gas levels in the property? | | | No / Yes / Don't Know |
| 7.3 Energy Efficiency <i>Please see Notes (c) and (d)</i> | | | |
| (i) Please supply a copy of the EPC for the property? | | | Enclosed / To Follow |
| (ii) Have any works at the property been financed under the Green Deal Scheme? | | No | Yes |
| <i>NOTE: If 'Yes' please provide a copy of the latest electricity bill</i> | | | Enclosed / To Follow |
| 7.4 Japanese Knotweed <i>Please see Note (e)</i> | | | |
| (i) Is the property affected by Japanese Knotweed? | | No | Yes |
| (ii) If the answer to 7.4 (i) is "Yes", is there a management plan in place? | | No | Yes |
| <i>NOTE: If 'Yes', please provide a copy</i> | | | Enclosed / To Follow |

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| 8. Facilities – rights and informal arrangements |
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| 8.1 Access rights | |
| (i) Are you aware of any rights (e.g. access by vehicles or on foot to the property, or to carry out repairs) which exist over your property for the benefit of other people? If 'Yes' please give details: | |
| (ii) If the answer to 8.1 (i) is "Yes", have you taken any steps to stop, complain about or demand payment for such rights being exercised? If 'Yes' please give details: | |

| | |
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| <p>(iii) Do you need to cross over private land, common land or a neighbour's land to gain access to any part of your property?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>(iv) If the answer to 8.3(iii) is "Yes", has any person taken steps to stop, complain about or demand payment for such access being exercised?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>8.2 Arrangements</p> | |
| <p>Are there any formal or informal arrangements which you have with your neighbours? (e.g. shared driveway)</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>8.3 Costs, contributions and carrying out repairs</p> | |
| <p>(i) Do you or have you been requested to contribute to the cost of anything used <u>jointly</u>, such as the repair of a shared drive, boundary or drain?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>(ii) Do you or have you been requested to contribute to the cost of repair of anything used by the <u>neighbourhood</u>, such as the maintenance of a private road?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>(iii) Have you, or any previous owner of the property carried out repair works on any shared drive, boundary, drain or private road?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>(iv) Have you been asked to do any work which has not yet been done?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |
| <p>(v) Are there any contributions to the cost of work outstanding?</p> <p>If 'Yes' please give details:</p> <p>.....</p> | <p>No / Yes</p> |

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| 9. Occupiers |
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|---|-------------|
| 9.1 Does the Seller live at the property? | No / Yes |
| 9.2 Does anyone else live at the property? | No / Yes |
| 9.3 Please give their full names and (if under 18 years old) their ages. | |
| Name: | Name: |
| Age: | Age: |
| Name: | Name: |
| Age: | Age: |
| 9.4 Are any of the occupiers tenants or lodgers? | No / Yes |
| 9.5 (i) Is the property being sold with vacant possession? | No / Yes |
| (ii) If the answer to 9.5 (i) is "Yes", have all adult occupiers agreed to sign the sale contract to confirm they will be leaving prior to completion? | No / Yes |

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| 10. Services |
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| | | | |
|--|----|-----|---------------|
| Mains Connections | | | |
| 10.1 Which of the following are connected to the mains: | | | |
| (i) Gas? | No | Yes | There is none |
| (ii) Electricity? | No | Yes | There is none |
| (iii) Water? | No | Yes | |
| (iv) Drains? | No | Yes | |

| | |
|---|----------|
| Telephone | |
| 10.2 Is the property connected to the telephone? | No / Yes |

| |
|----------------------------------|
| Water Supply and Drainage |
|----------------------------------|

Note: some drainage systems installed after 1 January 1991 require Building Regulations Approval, environmental permits or registration. Further information can be found at www.environment-agency.gov.uk

| | | | |
|---|----|-----|------------|
| 10.3 Is the property connected to the mains? | | | |
| (i) foul drainage? | No | Yes | Don't know |
| (ii) surface water? | No | Yes | Don't know |
| <i>If 'Yes' please skip to question 10.5</i> | | | |
| <i>If 'No' please go to question 10.4</i> | | | |

| 10.4 (i) If the property is not connected to the mains, is sewerage provided by: | Septic Tank | Sewage Treatment Plant | Cesspool |
|---|-------------|---------------------------------|------------------------------------|
| (ii) Is the use of the septic tank, sewage treatment plant or cesspool shared with other properties? If 'Yes', please state how many share. | No | Yes | How properties share? |
| (iv) When was the system installed? | Date: | | Don't know |
| (iv) When was the system last emptied? | Date: | | Don't know |
| (v) If a sewage treatment plant, when was it last serviced? | Date: | | Don't know |
| (vi) Is any part of the septic tank, sewage treatment plant (including any soakaway or outfall), or cesspool, or access to it, outside the boundaries to the property? <i>If 'Yes' please provide plan showing location and how access is obtained and give details:</i> | No | Yes Enclosed / To Follow | Don't know |
| 10.5 Have you ever paid towards the maintenance of any shared pipes or drains? If 'Yes' please give details: | | | No / Yes |
| 10.6 Do any pipes or wires for any services to your property cross any neighbour's property? If 'Yes' please give details: | No | Not so far as we know | Yes |
| 10.7 Do any pipes or wires for any services leading to your neighbour's property cross the property? If 'Yes' please give details: | No | Not so far as we know | Yes |
| 10.8 Do you know of any written documents or arrangements relating to the use of the drains, pipes or wires to your property? If 'Yes' please provide a copy and give details: | No | | Yes Enclosed / To Follow |

| General & Meters | |
|--|---------------------------|
| 10.9 Will all meters be read upon completion? | No / Yes |
| 10.10 Please confirm that the seller will not apply for any of the services to be disconnected up to or on completion without prior reference to the buyer | Confirmed / Not Confirmed |
| 10.11 Have there been any difficulties regarding connection of any services and/or any recurrent difficulties with the provision of services to the property? If 'Yes' please give details: | No / Yes |

| Electricity | |
|---|--------------------------------------|
| 10.12 Has the whole or any part of the electrical installation been tested by a qualified and registered electrician? <i>NOTE: If 'Yes', please provide a copy of the Test Certificate</i> | No / Yes Enclosed / To Follow |
| 10.13 Has the property been rewired or had any electrical installations since 1 January 2005? <i>NOTE: If 'Yes', please provide either a (a) copy signed BS7671 Electrical Safety Certificate; (b) Building Regulations Compliance Certificate or (c) Building Control Completion Certificate</i> | No / Yes Enclosed / To Follow |

| Heating | |
|--|--|
| 10.14 Does the property have a central heating system? <i>If "Yes", please go to question 10.15 If "No", please skip to question 10.16</i> | No / Yes |
| 10.15 (i) What type of central heating system does the property have? e.g. mains gas, liquid gas, oil, electricity etc | |
| (ii) When was the central heating installed? <i>NOTE: If on or after 1 April 2006, the seller will be asked to provide copy of 'completion certificate' e.g. Corgi or Gas Safe Register or the 'exceptional circumstances' form</i> | Date: Not applicable / Enclosed / To Follow |
| (iii) Is central heating system in good working order? <i>NOTE: no warranty as to condition is given. The buyer must rely on his own inspection and test.</i> If 'Yes' please give details: | No / Yes |
| (iv) In what year was the heating system last serviced? <i>NOTE: Please provide a copy Inspection Report</i> | Date: Not applicable / Enclosed / To Follow |

| | |
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| Parking | |
| 10.16 What are the parking arrangements at the property? | |
| 10.17 Is the property within a controlled parking zone or within a local authority parking scheme? | No / Yes |

11. Outgoings

| | |
|--|----------|
| <p>11.1 Have you ever had to pay a Management Service Charge or anything else for the use of the property? (<u>Ignore</u> rates, water rates, Council Tax and gas, electricity and phone bills). <i>NOTE: Charges payable under a lease e.g service charges or ground rent will be included on a separate form .</i></p> <p>If 'Yes' please give details:</p> | No / Yes |
|--|----------|

12. Service suppliers

Telephone

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Cable/Satellite

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Council Tax

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Electricity

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Gas

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Sewerage

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

Water supply

Supplier Name

| | |
|---------------|--|
| Address | |
| Phone Number | |
| Email Address | |
| Reference | |

13. Completion

| | |
|---|----------|
| 13.1 Is the sale dependent on the seller completing the purchase of another property? | No / Yes |
| 13.2 Does the seller have any specific requirements about a moving day? If 'Yes' please give details: | No / Yes |
| 13.3 Please confirm the sale proceeds will be sufficient to pay off all mortgages, and other debt(s) secured on the property (eg. business loan, car loan, Legal Aid charge etc). If 'No' please give details: | No / Yes |
| 13.4 Will the seller ensure that the property is cleared of all rubbish from the property (including from the loft, garden, garage and outbuildings) If 'No' please give details: | No / Yes |
| 13.5 Will the seller ensure that keys to all windows doors and details of alarm codes will be left at the property or with the estate agent? If 'No' please give details: | No / Yes |
| 13.6 Will the seller ensure that reasonable care will be taken when removing fittings and contents and if light fittings are removed, they will be replaced with ceiling rose, flex and bulb holder If 'No' please give details: | No / Yes |

14. Interests and Rights affecting the property

The Land Registry require all new buyers to give details of any rights or interests for the benefits of other people which in reality affect the property they are buying, but are not revealed in the title documents.

If you are aware of any rights or interests affecting the property, or that are evident from an inspection of the property, then you must provide details.

Please read the following. If you believe that any of the following affect the property, let us have as much information as possible.

| The more common types of rights or interests that may affect property | Please supply details. If none affect the property please leave blank |
|---|--|
| Lease(s) of part(s) of the property granted to others? | |
| Rights of Light (Have the neighbours ever complained that a building or tree on the property blocks the light to their property?) | |
| Are there any retaining walls or structures giving support to adjoining properties? | |

| The more unusual types of rights or interests that may affect property | Please supply details. If none affect the property please leave blank |
|--|--|
| The right to take timber, crops, hay or anything similar from the property? | |
| Is the property affected by any rights deriving from local traditions? (e.g. fishing rights; shooting rights; grazing of sheep or cattle?) | |
| Rights to mines or minerals that may lie under the property? | |
| Liability to pay for chancel repair? | |
| Any right or interest in the property that is not covered by any of the above? | |

All legal owners must sign:

Signed: _____

Date: _____

Signed: _____

Date: _____

Signed: _____

Date: _____

Signed: _____

Date: _____