

This form is to be completed by the seller of a property, not the agent. The form should be read as if the questions are being answered by the property owner. As a seller/owner your answers should be truthful and accurate to the best of your knowledge. Misleading or incorrect answers will be exposed later during the conveyancing process, endangering the sale. If you hold guarantees for work it is likely that the purchasers solicitor will ask for copies of these, and withholding these may delay the sale process.

Buyers should be aware that the information here is provided by the seller/owner but this information only relates to the period in which the property has been owned by the seller.

Address of property:

Name(s) of Vendor(s): _____

Name and address of Solicitor:

Solicitors telephone number: _____

1. Tenure

Is the property: Freehold Leasehold

If freehold, please go to section 2.

Name address and telephone number
of managing agents:

Who owns the freehold? _____

Expiry date of the lease: _____

Current ground rent: _____

Is it a rising ground rent? Yes No

Current service charge: _____

What does the service charge cover?

Is there a Sinking Fund? _____

2. The Property

The date this PIQ was completed? _____

Listed building Contained within a listed building

Which council tax band does the property fall into? _____

Local Authority: _____

Council Tax rate: _____

What is the approximate date of construction of the
property? _____

If a modern property, is an NHBC or Architects certificate
available? Yes No

Where additional land is available, other than a garden,
what is its present land use classification?

Is the property designated as being in a:

Conservation Area AONB SSI

Are any of the buildings, or land, held on a different tenure
to the main property? Yes No

3. Property Access

Are there any communal areas, such as gardens, balconies?

Are balconies, terraces etc demised?

Are there any shared areas? _____

Are there any covenants restricting use of the property?

Apart from the owners, is there anyone in occupation
of the property, who has rights of occupation or any other
rights over the property?

4. Issues affecting the property

Has the property flooded since you have owned it?

Yes No

Are you aware of any flooding that has occurred
at the property from before you owned it?

Yes No

Has the property been damaged by a storm, or fire, or subsidence, since you have owned it?
Yes No
If so, was the damage subject to an insurance claim?
Yes No

5. Utilities and Services

How is the property heated (please specify):

Which energy does the primary heating system use?
Gas Oil Electricity Solar
Ground Heat Source Wood
Other (specify): _____

Does the above system provide hot water?
Yes No

Is the heating: Communal Independent
When was your central heating or other primary heating system last serviced? ____/____/____

When was the electrical wiring, in your property, last checked? ____/____/____

Is the water supply: Mains Independent
If independent, is the water supply:
Communal Exclusive to the property

Does the property have?
Drainage to a public sewer
Sewerage independent

If the sewerage is independent, what type of facility does the sewerage drain to and where is this located?

Is a telephone connected? Yes No

6. Changes to the property

Have you carried out any structural alterations or additions to the property? Yes No
If yes, please describe the nature of the work.

Was building regulation approval obtained?
Yes No

Was planning permission obtained? Yes No
Was listed building consent obtained? Yes No
If the property is leasehold was the landlords consent obtained? Yes No
If the response to any of the last four questions is no, please explain why not (e.g. not required).

Have you replaced any of the windows or doors or installed double glazing or secondary glazing?
Yes No

If yes, please describe details and indicate whether copies of guarantees can be provided?

7. Fixtures and Fittings

Please include details of items to be included in the sale. You may wish to decide this when you receive an offer, in which case, leave this section blank indicating that, unless specifically negotiated, none of these items are to be provided. Note, purchasers may wish you to remove anything that is not agreed as part of the sale.

Refrigerator Freezer Oven Range
Hob Extractor

Carpets please specify: _____

Curtains please specify: _____

Light Fittings please specify: _____

Garden ornaments please specify: _____

Other, please specify: _____

Vendors confirmation.

I/We confirm that to the best of my/our knowledge and belief that these statements are fair and accurate and that the information may be used in connection with the proposed sale of my property and, at your discretion, released to any prospective buyer.

Signed: Date: / /

Signed: Date: / /