



propertymark

PROPERTY INFORMATION QUESTIONNAIRE (SALES)

Disclosure of material facts

Getting the property 'market ready'

The information which you provide must be accurate. Whether you are the owner of the property or represent someone who has died or is unable or unavailable to complete the form, the form should be completed as though the questions are being answered by the owner.

This form is required to ensure that the Consumer Protection from Unfair Trading Regulations 2008 are complied with during the marketing of the property and must be completed as accurately as possible. Under the Consumer Protection from Unfair Trading Regulations 2008 it is important to disclose anything that would materially affect the transactional decision of the average consumer.

If you do not know an answer to a question, then that is fine but please provide as much information as possible and do not omit information.

1. PROPERTY TO BE SOLD

Throughout this form this property may be referred to as 'the property', 'this property' or 'your property'.

1.1 Property address

Address line 1			
Address line 2			
Town			
County		Postcode	
1.2	Council Tax band		
1.3	Unique property reference number (UPRN)		

 You can find your UPRN here: www.findmyaddress.co.uk/search You can check your Council Tax band here: www.gov.uk/council-tax-bands

1.4 What is the title to the property?

	Are there conditions on the property such as those imposed by the First Homes Scheme or Section 157 restriction?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

1.6 If leasehold, complete the following otherwise skip to 1.7.

1.6.1	Length of lease		1.6.3	Years remaining	
1.6.2	Start date		1.6.4	Ground rent	

Please give any relevant details of the lease including any renewal undertaken, additional liabilities, rights and obligations, ground rent increases or review period.

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 Title documents and lease can be downloaded from the Land Registry for a small fee.

1.7 If leasehold or a managed freehold, complete the following otherwise skip to 1.8.

1.7.1	Is there a property management company?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
1.7.2	Is there a resident's management company?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
1.7.3	Is there a Right to Manage company?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, please provide contact details.					
1.7.4	Annual service charge				
1.7.5	Additional fees payable on sale or letting				
1.7.6	Name of the Freeholder or Rent charge owner				
1.7.7	Please provide details of sinking fund, any estates charges and/or any other fees or charges below.				
1.7.8	Are there restrictions imposed by a lease or otherwise? If yes, provide details below.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

1.8 What are the parking arrangements at the property?

Garage	<input type="checkbox"/>	Metered parking	<input type="checkbox"/>
Driveway	<input type="checkbox"/>	Allocated parking space(s)	<input type="checkbox"/>
On street parking	<input type="checkbox"/>	How many?	<input type="checkbox"/>
Resident permit	<input type="checkbox"/>	Access to an electric vehicle charge point	<input type="checkbox"/>
Shared parking	<input type="checkbox"/>	None	<input type="checkbox"/>
		Other:	<input type="checkbox"/>

1.9 Listing and Conservation.

1.9.1	Is your property a listed building?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
	If yes, provide details of the listing and any relevant documents.						
1.9.2	Is your property in a designated conservation area?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
1.9.3	Are any trees on the property subject to a tree preservation order? If yes, please answer 1.9.4.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
1.9.4	Have the terms of the order been complied with? Attach a copy of any relevant documentation to this form.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

2. DISPUTES AND COMPLAINTS

2.1	Has there been any disputes or complaints regarding this property or a property nearby? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
2.2	Is there anything which might lead to a dispute about the property or a property nearby? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
2.3	Has there been any failed purchase transactions on the property within the last 12 months? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

3. ALTERATIONS AND CHANGES TO THE PROPERTY

3.1	Have there been any structural alterations, extensions, significant repairs, or renewals to the property? E.g. loft or garage conversion, removal of internal walls/chimneys or change of use. If yes, outline the nature of the work for each and confirm the year it was completed.	Yes	No	Don't know
3.2	Has there been installation of replacement windows, roof windows, roof lights or glazed doors since 1 April 2002? If yes, outline the nature of the work for each and confirm the year it was completed.	Yes	No	Don't know
3.3	Has a conservatory been added? If yes, confirm the year the installation was completed and whether any walls were removed.	Yes	No	Don't know

3.4 For each of the changes and installation, please confirm:

3.4.1	Was a building regulation approval and completion certificate obtained or an equivalent Competent Person Scheme Certificate?	Yes	No	Not required
3.4.2	Was planning permission obtained? If no, please answer 3.4.3.	Yes	No	Not required
3.4.3	Was a lawful development certificate (LDC) obtained?	Yes	No	Not required
3.4.4	Was listed building consent obtained?	Yes	No	Not required
3.4.5	Was any consent under a restriction in the title obtained?	Yes	No	Not required

If you answered no to one or more of the 3.4 questions, outline the reason(s) why below.

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If you answered yes to one or more of the 3.4 questions, the relevant documents will be required by the buyers. Send copies of all documentation with this form.

3.5	Are any of the works listed above unfinished? If yes, provide details and explain why.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.6	Are you aware of any breaches of planning permission conditions or Building Regulations consent conditions or work not having the necessary consents? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.7	Are there any planning control issues to resolve? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.8	Is the property subject to a Green Deal loan, Green Homes Grant or another financed home improvement scheme? If yes, please include any outstanding payments for the renewable devices and any feed-in tariffs.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

4. FIRE SAFETY AND BUILDING SAFETY

4.1	Does the property have a potentially flammable external wall system (including cladding)?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
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If you answered yes to question 4.1, please answer the following questions otherwise skip to 4.2.

4.1.1	Has an EWS1 form been completed? If yes, please include the EWS1 form with this questionnaire.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.1.2	What type of cladding is in place?					Don't know	<input type="checkbox"/>
4.1.3	Have any remedial works taken place, or are any works planned to relate to cladding? If yes, provide details below.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

4.2	Is your property located within a building that is over 18m tall or at least seven storeys and contains a minimum of two residential units? If yes, provide contact details of the Principal Accountable Person.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

If you answered yes to question 4.2, please answer the following questions otherwise skip to 4.3.

4.2.1	Is the key building information provided by the Principal Accountable Person up to date?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.2.2	Have any remedial works taken place to the property, or are any works planned (unrelated to cladding) due to the property being located within a high-risk building? If yes, provide details below.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.2.3	Have any remedial works taken place, or are any works planned within the rest of the building? If yes, provide details below.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.3	Does the property have a timber framed balcony?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.4	Has spray foam insulation been installed at the property?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.5	Does the property contain asbestos?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
4.6	Is there a smoke or carbon monoxide alarm in the property? If yes, please provide what type of alarm it is below.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

5. NOTICES WHICH AFFECT THE PROPERTY

Are you aware of, or have you received any of the following notices?

5.1	The owner of a neighbouring property is proposing to develop property or land nearby or make alterations to nearby buildings?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.2	Any planning application that could affect the property, the enjoyment of it or the views from it?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.3	Notice informing you that maintenance, repairs or improvements are required to your property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.4	Listed building application.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.5	Infrastructure project, proposed or in progress, i.e. wind turbine, railway or fracking etc.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.6	Any other relevant or legal notice.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>
5.7	Other:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know. <input type="checkbox"/>



You will need to provide details of any notices to your conveyancer and estate agent.

6. SPECIALIST ISSUES

6.1	Has there ever been any preventative work for dry rot, wet rot or damp carried out at your property? If yes, provide details below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.2	Has there ever been any treatment of dry rot, wet rot or damp carried out at your property? If yes, provide details below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.3	Has the property ever been subject to subsidence or structural fault? If yes, provide details below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.4	Is the property of standard construction? If no, give details below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.5	Is CCTV or a similar security system in operation at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.6	Will CCTV or a similar security system be recording at the time of any property viewings?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.7	To your knowledge is the property affected by Japanese Knotweed or other invasive species? If yes, state whether there is a management plan in place below and supply a copy with this form.	Yes <input type="checkbox"/>		No <input type="checkbox"/>

Add any comments or explanations to question 6 here.

7. FIXTURES AND FITTINGS

7.1 List any items that you intend to take which would be considered a fixture or fitting, e.g. carpets, curtains, light fittings and fitted cupboards etc.

7.2 What additional furniture or possessions are you likely to include in the sale, irrespective of price?

i A final list will need to be completed after the sale is agreed with your legal representative.

8. ENERGY EFFICIENCY

8.1	Does your property have an EPC undertaken within the last ten years?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.2	What is the energy efficiency rating of the property according to the latest Energy Performance Certificate (EPC)?				

i Please provide a copy of your EPC with this form. If required, a link to your EPC can be found on the online register and shared via: gov.uk/find-energy-certificate

9. UTILITIES/SERVICES

9.1 Indicate which services are connected to the property.

Service	Connected (yes/no or date to be connected) and supplier	Other
Electricity		
Gas		
Liquid Petroleum Gas (LPG)		
Water main or private water supply		
Drainage to public sewer or private (if private septic tank or sewage treatment please confirm Compliant with the General Binding Rules)		
Cable TV or Satellite		
Telephone		
Broadband		

Other:		
Other:		

i Other services include renewable technologies.

9.1.1	Broadband speed	Mbps	
9.2	Do you have any licences, maintenance agreements, contracts, or service agreements in relation to a connected service? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.3	Are there connected smart systems at the property, e.g. heating/power or security systems such as CCTV, alarms, or barriers. If yes, please give details of service and passcodes.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.4	Has the property been rewired or had any electrical installation work carried out since 1 January 2005? If yes, provide details below and supply the Building Regulations Compliance and Completion Certificate (or equivalent) with this form.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.5	Has the whole or any part of the electrical installation been tested by a qualified and registered electrician?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	If yes, what year were they last tested?		
9.6	Is there central/partial central heating in your property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If you answered yes to question 9.6, please answer the following questions otherwise skip to question 9.7.

9.6.1	When was the heating system installed? If after 1 April 2005, provide a copy of the CORGI or Gas Safe installation completion certificate.	Month:			
		Year:			
9.6.2	When was the heating system last serviced/maintained? Provide a copy of the last inspection report.	Month:			
		Year:			
9.6.3	Is the heating system in good working order? If no, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
9.7	Have solar panels been installed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If you answered yes to question 9.7, please answer the following questions otherwise skip to question 9.8.

9.7.1	In what year were the solar panels installed?				
9.7.2	Are the solar panels owned outright?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
9.7.3	Has a long lease of the roof/air space been granted to a solar panel provider?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
	If yes, please supply copies of the relevant documents.	Enclosed	<input type="checkbox"/>	Lost	<input type="checkbox"/>

9.8 Is there a septic tank, cesspool or sewerage treatment plant connected to the property? Tick those that apply and indicate date last emptied.

Septic tank	<input type="checkbox"/>	Date last emptied	
Cesspool	<input type="checkbox"/>	Date last emptied	
Sewerage treatment plant	<input type="checkbox"/>	Date last serviced	

If there is a septic tank, cesspool or sewerage treatment plant connected to the property, please answer the following questions otherwise skip to section 10 Insurance.

9.8.1	Is the septic tank, cesspool or sewerage treatment plant shared with other properties?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
9.8.2	Is the septic tank, cesspool or sewerage treatment plant located on someone else's land? If yes, provide a plan showing the location of the system and how to access it.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

9.8.3	Does the septic tank, cesspool or sewerage treatment plant comply with BSEN12566-3?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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10. INSURANCE

10.1	Has any buildings insurance ever been subject to an abnormal rise in premium?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
10.2	Has any buildings insurance ever been subject to high excesses?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
10.3	Has any buildings insurance ever been subject to unusual conditions?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
10.4	Has any buildings insurance ever been refused?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If you answered yes to any of the questions above, please provide details below.

10.5	Do you insure the property? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

11. BOUNDARIES/ACCESS

11.1	Is any part of the property not within the seller's legal ownership? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
11.2	Is there a current application to alter the boundaries of your property? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

12. RIGHTS AND INFORMAL ARRANGEMENTS

12.1	Do you have to contribute towards the shared cost of a jointly used service such as the maintenance of a private road, driveway, boundary or drain? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
12.2	Does the property benefit from any rights or arrangements over any neighbouring property? E.g. rights to go onto neighbouring land to maintain the property or right to park or drive over neighbour's land etc. If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
12.3	Has anyone taken steps to prevent access to the property, complain about or demand payment for access to the property? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
12.4	Is there a public right of way through and/or across your house, buildings, or land? If yes, provide details.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

12.5 Do you know of any of the following rights or arrangements affecting the property?

12.5.1	Right of light	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
12.5.2	Right of support from adjoining properties	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

12.5.3	Customary rights, e.g. rights deriving from local traditions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
12.5.4	Other people's rights to mines and minerals under the land	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
12.5.5	Chancel repair liability	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
12.5.6	Other people's rights to take from the land (e.g. timber, hay or fish)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
12.5.7	Any other rights or arrangements affecting the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

If you answered yes to any of the questions under 12.5, please provide details below.

13. ENVIRONMENT

13.1	Have there been any environmental issues (including flooding, radon gas, mining, quarrying, or fracking) that affect the property since you've owned it? For example, the type of flooding (e.g. coastal, river, surface water, sewer etc), level of radon, location of fracking and whether any action has been taken to prevent harm.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.2	Is this property subject to any excessive noise or disturbance that a potential purchaser should be aware of?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.3	Has the property been subject to any crime or burglary that the potential purchaser should be aware of?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.4	Are there any air pollution issues affecting the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

If you answered yes to any of the questions under section 13 Environment, please provide details below.

14. ADDITIONAL INFORMATION

14.1	Are there any restrictions on use or alteration of the property which have not been complied with? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
14.2	Are you aware of any other material issues or information which relates to the property or has anything occurred which may affect the average person's decision to proceed? If yes, describe this issue and any action that has been taken. Disclosure required under the Consumer Protection from Unfair Trading Regulations 2008.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

CONSUMER PROTECTION REGULATIONS DECLARATION

By signing this form, I confirm the answers to be truthful and accurate and to the best of my knowledge. The questions have been designed to assist with the smooth selling of the property. Any misleading or incorrect answers are likely to be exposed later in the conveyancing process and may hinder the sale.

I will provide additional documentation in support of the information supplied on this form. I understand that this does not replace any official or legal information required for the sale of the property.

If there are any changes which alter the information provided, I will update the form immediately and notify the party marketing the property as well as my conveyancer.

Signature:

Signature:

Print Name:

Print Name:

Date:

Date: