

PROPERTY INFORMATION QUESTIONNAIRE (PIQ)

ABOUT THIS FORM

Section 1: Disclosure of material facts

This includes Parts A, B and C of the Material Information as detailed by the National Trading Standards Estate and Lettings Agency Team.

Getting the property ‘market ready’

The information which you provide must be accurate. Whether you are the owner of the property or represent someone 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.

Please provide as much information as possible and do not omit information. If questions do not apply, please state “not applicable” in the space provided.

The information will be used by your estate agent and the conveyancers representing yourself and the buyer to support the sale of the property. If any of the information changes before you complete the sale, then you should let your estate agent and conveyancer know as soon as you become aware of the new information.

Instructing your conveyancer now will mean that they can review the information you have provided and help you resolve any title defects or replace missing documents. This will significantly speed up the sale and reduce the likelihood of the sale falling through.

Section 2: Additional information required for the conveyancing process

Getting the property ‘sale ready’

During the sales process, there will be additional information often requested by other parties involved. By completing this section, you will likely save both time and money during the conveyancing process. Therefore, we recommend that you also complete this section.



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If completing this form electronically, we recommend using Adobe Reader.

SECTION 1: DISCLOSURE OF MATERIAL FACTS

1. HEADLINE PROPERTY INFORMATION

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	

1.1.1	Unique property reference number (UPRN)	
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i You can find your UPRN here: www.findmyaddress.co.uk/search

1.2 Council tax / Domestic rates

1.2.1	Council tax band / Domestic rates (Northern Ireland)		
1.2.2	Is the property a new build and are the council tax/domestic rates not yet available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

1.2.3	Is the property exempt from council tax/domestic rates? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

1.2.4	Have significant changes been made recently to the property which may impact the council tax band/domestic rates? If yes, provide details and the expected band/rates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

1.2.5	If the property is currently subject to a Council Tax Premium, specify the percentage.	
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i You can check your council tax band here: www.gov.uk/council-tax-bands. Guidance on what can impact the council tax band can be found here: valuationoffice.blog.gov.uk/2023/07/13/how-home-improvements-affect-your-council-tax-band

1.3 Value

1.3.1	What is the asking price?		
1.3.2	If applicable, please provide the range of acceptable offers.		
1.3.3	Has the property undergone a valuation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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

i Details should be confirmed with the property's conveyancer.

1.5 What is the tenure of the property?

Freehold/heritable title	<input type="checkbox"/>	Shared Ownership	<input type="checkbox"/>
Freehold with common managed areas	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Leasehold	<input type="checkbox"/>	Unknown	<input type="checkbox"/>
Commonhold	<input type="checkbox"/>		

i This information is available via the HM Land Registry or through Title Deeds.

1.6 If leasehold, please 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	

1.6.5	Provide any relevant details of the lease including any renewal undertaken, additional liabilities, rights and obligations, ground rent increases or review period. Within rights and obligations, please specify what maintenance each party is responsible for.

1.7 If shared ownership, please complete the following otherwise skip to 1.8.

1.7.1	What is the percentage share being sold?	
1.7.2	State any rent payable to the freeholder.	
1.7.3	Provide the name and contact details of the individual or organisation who rent is paid below.	

1.7.4	Provide details of any additional liabilities or obligations to the property as part of the shared ownership arrangement below.

1.8 If freehold or commonhold, please complete the following otherwise skip to 1.9.

1.8	Provide details of any additional liabilities, charges, or obligations to the property.

i Details should be confirmed with the property's conveyancer.

1.9 If leasehold or freehold with common managed areas, please complete the following otherwise skip to 2.1.

1.9.1	Is there a property management company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
1.9.2	Is there a resident's management company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
1.9.3	Is there a Right to Manage company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

1.9.4	If you answered yes to 1.9.1, 1.9.2 or 1.9.3, provide contact information and detail the nature of the arrangement, including if the services of a property or residents' management company are conducted by an agent acting on the company's behalf.

1.9.5	What is the annual service charge?	
1.9.6	What is the value of additional fees payable on sale?	
1.9.7	What is the name of the freeholder or rent charge owner?	
1.9.8	Provide details of the sinking fund, any estate charges and/or any other fees or charges below.	

1.9.9	Are there any restrictions imposed by a lease or otherwise? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

2. PHYSICAL CHARACTERISTICS OF THE PROPERTY

2.1 Type of property

Detached	<input type="checkbox"/>	Bungalow	<input type="checkbox"/>
Semi detached	<input type="checkbox"/>	Flat/apartment	<input type="checkbox"/>
Terraced / End of terrace	<input type="checkbox"/>	Studio	<input type="checkbox"/>
Cottage	<input type="checkbox"/>	Other:	<input type="checkbox"/>

2.2	If part of a larger building, what floor is the property located on?		N/A <input type="checkbox"/>
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2.3	Is the property part of or located over commercial premises? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

2.4 Construction materials

2.4.1	Please summarise or provide photographic evidence of the general construction materials of the building.

2.4.2	Provide details of any part of the property materials which a buyer should be aware of. For example, if it would impact mortgage availability or insurance products such as thatched roofs, prefabricated buildings, or timber framed windows.

3. UTILITIES/SERVICES

3.1 Indicate which services are connected to mains services in the property.

Service	Connected (yes/no or date to be connected)	Supplier
Electricity		
Gas		
Liquid Petroleum Gas (LPG)		
Water main or private water supply		
Drainage to public sewer		
Cable TV or satellite		
Telephone		
Broadband		
Other:		
Other:		

3.2 Provide details of the electricity supplied to the property other than mains property, such as renewable energy sources or any form of energy supplied from an additional privately owned source.

Source	Connected areas (including entire property)
Generator/private supply	
Photovoltaic (PV) / solar electricity panels	
Wind turbines	
Other:	
Other:	

3.3 Batteries and charging

3.3.1	Does the property include space, or a designated area for storage batteries, such as a domestic battery energy storage system located outside the property or in a garage? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.3.2	Does the property include electrical vehicle charging? If yes, provide details including how the supply or installation has been provided.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.4 Details of water supply other than mains water.

Source	Supplier	Metered/Not metered
Wells		
Boreholes		
Springs		
Other:		
Other:		

3.4.1	Does the supply of water originate beyond the boundaries of the property? If yes, provide details including information regarding access for maintenance or repair.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

3.4.2	In Wales, a private water supply that is connected to the Welsh drinking water supply in some way must be inspected by Welsh Water. If applicable, provide details of the previous inspection including the expiry date.	N/A <input type="checkbox"/>

i More information on Welsh Water's regulations for private water supply can be found here: www.dwrcymru.com/en/help-advice/water-regulations/regulations-for-private-water-supply

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

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

3.5.1	If applicable, provide details of any licensing related to any of the above.	N/A <input type="checkbox"/>

If there is a septic tank, cesspool, cesspit or sewerage treatment plant connected to the property, please answer the following questions otherwise skip to 3.7.

3.5.2	Is the septic tank, cesspool, cesspit or sewerage treatment plant shared with other properties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.5.3	Is the septic tank, cesspool, cesspit or sewerage treatment plant located on someone else's land? If yes, provide a plan showing the location and how to access it.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.5.4	Does the septic tank, cesspool, cesspit or sewerage treatment comply with current septic tank and sewage regulations?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.6	Does the responsibility for the drains within the property sit with the property owner? If no, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.7 Heating sources for the property

Source	Supplier	Specify if only water or space heating
Central heating (electric)		
Central heating (gas)		
Other gas heating system		
Communal heating systems		
LPG/oil central heating		
Wood burner/open fire		
Biomass boiler		
Solar panels		
Ground or air source heat pump		
Other:		
Other:		

3.8	Is there central/partial central heating in your property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 3.8, please answer the following questions otherwise skip to question 3.9.

3.8.1	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:	
3.8.2	When was the heating system last serviced/maintained? Provide a copy of the last inspection report.	Month:	
		Year:	

3.8.3	Is the heating system in good working order? If no, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.8.4	Is a smart metre present at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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3.9	Are communal heating or cooling systems provided to the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 3.9, please answer the following questions otherwise skip to question 3.10.

3.9.1	Is there control over who the energy provider is?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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3.9.2	Can the heating be turned on or off in the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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3.9.3	Can the temperature of the heating be changed in the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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3.9.4	Provide details of how the cost of the heating is charged, e.g. through personal usage, a service charge or general apportionment across all properties covered by the communal heating.		

3.9.5	If heating is charged at a fixed-rate, please provide the amount the buyer will be charged for heating. If heating forms part of a service charge, include the total service charge.		
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3.10	Is any heating equipment owned or leased by third parties and not owned outright by the property owner or freeholder? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Broadband and mobile signal

3.11	Does the property have broadband access? If no, list options available that allow connection to the internet, e.g. mobile, satellite, fixed wireless, or local gigabit networks.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 3.11, please answer the following questions otherwise skip to question 3.12.1.

3.11.1	What type of broadband connection is at the property?		
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3.11.2	What is the broadband speed at the property?	Mbps	
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3.11.3	Does the property have a single dedicated broadband supplier where the owner is unable to change their broadband provider?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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 More information on broadband connections and a broadband speed test can be found here: www.uswitch.com/broadband/guides/broadband-availability

3.12.1	Are there any restrictions related to mobile phone signal or coverage at the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3.12.2	Do all rooms in the property receive consistent a phone signal? If no, specify which rooms do not receive a phone signal.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4. PARKING

4.1 What are the parking arrangements at the property? Select all that apply.

Garage	<input type="checkbox"/>	Allocated parking space(s) <input type="checkbox"/>	How many?	
Driveway	<input type="checkbox"/>	Metered parking		<input type="checkbox"/>
Resident permit for street parking	<input type="checkbox"/>	Other:		<input type="checkbox"/>
Shared parking with allocated space	<input type="checkbox"/>	None		<input type="checkbox"/>

4.2.1	Describe the available parking, including its location in relation to the property.

4.2.2	Is there dedicated disabled parking available? If yes, provide details as to the number of available spaces and their location in relation to the property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.2.3	Is there dedicated electric vehicle parking available? If yes, provide details as to the number of available spaces and their location in relation to the property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If a permit is required for parking, detail the costs and terms of the permit. Include how a permit can be obtained and estimate how long it takes to get one.	N/A <input type="checkbox"/>

4.3.2	Are there any parking restrictions such as a limit on available spaces or restrictions on the type or size of vehicles? If yes, provide details	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4	If the buyer is required to pay for parking, state the payment required and whether it is part of, or separate from, an existing service charge.	N/A <input type="checkbox"/>

4.5	Is the parking space included in a separate contract? If yes, provide details	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.6	Does the property have access to another car park that is not considered a communal residential car park, such as a National Car Park (NCP) or private pay and display? If yes, provide details and whether there are any additional costs.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

5. FIRE SAFETY AND BUILDING SAFETY

5.1	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 5.1, please answer the following questions otherwise skip to 5.2.

5.1.1	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"/>
5.1.2	What type of cladding is in place?			Don't know <input type="checkbox"/>

5.1.3	Have any remedial works taken place, or are any works planned—related to cladding? If yes, provide details. Details should include the nature of the building safety defect, any potential costs for the buyer and the impact any current, or future remediation works, will have on the availability of the property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.1.4	Are there any costs—related to cladding—that the buyer should be aware of for any past, current or future remediation works? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.2	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 the contact details of the principal accountable person (England only).	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

i The definition of a principal accountable person (PAP) and accountable person (AP) can be found on the UK Government website: www.gov.uk/guidance/safety-in-high-rise-residential-buildings-accountable-persons#accountable-person (Contact details of all relevant accountable persons should have been handed to residents or displayed in a communal area of the flat).

If you answered yes to question 5.2, please answer the following questions otherwise skip to 5.3.

5.2.1	Are the key building information/documents provided to residents available? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.2.2	Are the key building information/documents provided to residents by the principal accountable person up to date?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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5.2.3	Have any remedial works—unrelated to cladding—taken place, or are planned to the property? If yes, provide details. Details should include the nature of the building safety defect, any potential costs for the buyer and the impact any current, or future remediation works, will have on the availability of the property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

5.2.4	Have any remedial works taken place, or are planned for the remainder of the building where the property resides? If yes, provide details. Details should include the nature of the building safety defect, any potential costs for the buyer and the impact any current, or future remediation works, will have on the availability of the property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

5.2.5	Are there any costs—unrelated to cladding—that the buyer should be aware of for any past, current or future remediation works? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.2.6	What responsibilities does the building owner have regarding fire and building safety?

5.3 The next questions relate to all buildings and should be completed for all transactions.

5.3.1	Does the property have a timber framed balcony?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
5.3.2	Has spray foam insulation been installed at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
5.3.3	Does the property contain asbestos?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.4	Is there a smoke alarm in the property? If yes, provide details on the type and location of each smoke alarm.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.5	Is there a mains-powered carbon monoxide alarm in the property? If yes, provide details on the type and location of each alarm.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.6	Does the property contain any other building materials which could cause a building safety issue? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.7	If applicable, is there sufficient emergency lighting?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
5.3.8	Is any part of the property in disrepair that impacts the structural integrity of the property and is at risk of collapse?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.9	Has the property ever been subject to subsidence or structural faults? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.3.10	Is the property of standard construction? If no, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

5.4	Have there been any structural alterations, extensions, significant repairs or renewals to the property? For example, a loft or garage conversion, removal of internal walls/ chimneys, installation of rolled steel joist(s) RSJ or change of use.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

If you answered yes to question 5.4, please answer the following questions for each change otherwise skip to 5.5. There is space for four changes and you can continue onto a separate sheet if necessary.

Change #1

5.4.1a	Nature of the work carried out.	Year completed:	

5.4.1b	Was a building regulation approval and completion certificate obtained or an equivalent Competent Person Scheme Certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.1c	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.1d	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.1e	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

5.4.1f	If you answered no to one or more of these questions, outline the reason(s) why below.

Change #2

5.4.2a	Nature of the work carried out.	Year completed:	

5.4.2b	Was a building regulation approval and completion certificate obtained or an equivalent Competent Person Scheme Certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.2c	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.2d	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.2e	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

5.4.2f	If you answered no to one or more of these questions, outline the reason(s) why below.

Change #3

5.4.3a	Nature of the work carried out.	Year completed:	

5.4.3b	Was a building regulation approval and completion certificate obtained or an equivalent Competent Person Scheme Certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.3c	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.3d	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.3e	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

5.4.3f	If you answered no to one or more of these questions, outline the reason(s) why below.

Change #4

5.4.4a	Nature of the work carried out.	Year completed:	

5.4.4b	Was a building regulation approval and completion certificate obtained or an equivalent Competent Person Scheme Certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.4c	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.4d	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
5.4.4e	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

5.4.4f	If you answered no to one or more of these questions, outline the reason(s) why below.

i If you answered yes to any of the questions under 5.4, the relevant documents will be required by the buyers. Provide copies of all documentation with this form.

5.5	Are any of the works listed under question 5.4 unfinished? If yes, provide details and whether the work will be finished before the sale is completed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

5.6	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"/>

5.7	Are there any planning control issues to resolve? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

5.8	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"/>

5.9	Please provide further details regarding any fire safety risks related to the above, including the identified risk, any work which needs to be done, any work that has already been completed, any costs to the purchaser and the impact of any risks on the ability for the purchaser to reside within the property.

6. RESTRICTIONS

6.1 Listing and conservation.

6.1.1	Is your property a listed building? If yes, provide details of the listing, including the grade, along with any specific restrictions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.2	Is your property in a designated conservation area? If yes, provide details of the restrictions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.3	Is the property impacted by restrictions arising from real burdens? If yes, please provide details (Scotland only).	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.4	Is the property subject to any restrictions on permitted development, such as Article 4 restrictions on change of use? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.5	Is the property subject to any restrictive covenants? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.6	Are any trees on the property subject to a tree preservation order?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.1.7	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"/>

6.1.8	Are there any lease restrictions for the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

6.1.9	Are there any other restrictions that the buyer should be aware of? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

i HMLR Local Land Charges and the Local Planning Authority can provide further details if existing restrictions are not known.

7. RIGHTS AND EASEMENTS

7.1	Does the property benefit from any rights or arrangements over any neighbouring property? For example, 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"/>	

7.2	Has anyone taken steps to prevent access to the property, complained about or demanded payment for access to the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

7.3	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"/>

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

7.4.1	Right of light	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
7.4.2	Right of support from adjoining properties	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
7.4.3	Customary rights, e.g. rights deriving from local traditions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
7.4.4	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"/>
7.4.5	Chancel repair liability	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
7.4.6	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"/>
7.4.7	Is the property subject to any servitudes? (Scotland only)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
7.4.8	Any other rights or arrangements affecting the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

7.4.9	If you answered yes to any of the questions under 7.4, please provide details below.			

i We recommend double checking this section with a conveyancer to ensure that any rights are identified.

8. ENVIRONMENTAL ISSUES

8.1 If there have been any issues related to flooding whilst the seller has owned the property, please answer the following questions otherwise skip to 8.2.

8.1.1	Has the property been flooded in the last five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
8.1.2	At what frequency has the property flooded since the seller has owned the property?			
8.1.3	Is the property still at risk of flooding?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.1.4	Have steps been taken to mitigate flood risks? If yes, provide details. If no, what barriers have prevented action from being taken?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.1.5	What is the source of the flooding risk?			
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8.1.6	Are there flooding defences nearby? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.1.7	Has the property been damaged because of a storm or fire since you have owned it? If yes, provide details and advise whether there are any outstanding claims.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.2 If the property is at risk of coastal erosion, please answer the following otherwise skip to 8.3.

8.2.1	Please provide a description of the known coastal erosion risk.

8.2.2	Will the buyer be subject to any costs or charges related to sea defenses or mitigating the impact of erosion. If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.3 If the property is located on the coalfield or impacted by the effect of mining activity, please answer the following, otherwise skip to 8.4.

8.3.1	Has a mining report been conducted or scheduled to be conducted on the land the property is built on? If yes, please provide details of any findings related to the stability of the ground.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.3.2	Are there any issues that the purchaser should be aware of such as sinkholes, subsidence, air pollution or excessive noise? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

8.4	Are there any other issues related to the local environment that a potential buyer should be aware of, including issues related to radon gas, quarrying or fracking, that affect the property since it has been owned by the seller? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

9. PLANNING PERMISSION AND OUTSTANDING DEVELOPMENT PROPOSALS

9.1	Are there any existing plans awaiting planning permission that would affect the nature of the property or its use including its land? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

9.2	Are there any planning proposals within one mile of the property that would indirectly impact the property by affecting the surrounding area? For example, large local developments, infrastructure projects or commercial builds? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

9.3	Are there any known building works or approved proposals that would affect the privacy or light of the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

9.4	Are there any known building works or approved proposals that obstruct the view of the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

10. ACCESSIBILITY AND ADAPTATIONS

10.1	If applicable, provide details of any adaptations designed to improve the accessibility of the property, which include but are not limited to step free access, a wet room, level access shower and lateral living.	N/A <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 estate agent and my conveyancer.

Signature	
Print name	

Date	
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Signature	
Print name	

Date	
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SECTION 2: ADDITIONAL INFORMATION

REQUIRED FOR THE CONVEYANCING PROCESS

11. DISPUTES AND COMPLAINTS

11.1	Have 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"/>

11.2	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"/>

11.3	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"/>

12. ADDITIONAL ALTERATIONS AND CHANGES TO THE PROPERTY

12.1	Has there been installation of replacement windows, roof windows, roof lights or glazed doors since 1 April 2002?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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If you answered yes to question 12.1, please answer the following questions for each change otherwise skip to 12.3. There is space for three changes, continue onto a separate sheet if necessary.

12.2a	Nature of the work carried out:	
	Year completed:	

12.2b	Nature of the work carried out:	
	Year completed:	

12.2c	Nature of the work carried out:	
	Year completed:	

12.3	Has a conservatory been added? If yes, confirm the year the installation was completed and whether any walls were removed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

13. NOTICES WHICH AFFECT THE PROPERTY

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

13.1	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"/>
13.2	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"/>
13.3	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"/>
13.4	Listed building application.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.5	Infrastructure projects proposed or in progress, i.e. wind turbine, railway, fracking, etc.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.6	Any other relevant or legal notice.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
13.7	Other:	Yes <input type="checkbox"/>		

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

14. SPECIALIST ISSUES

14.1	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"/>
14.2	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"/>
14.3	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"/>
14.4	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"/>
14.5	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"/>	Don't know <input type="checkbox"/>

14.6	Add any comments or explanations to question 14 here. Continue onto a separate sheet if necessary.

15. FIXTURES AND FITTINGS

15.1	List any items that you intend to take which would be considered a fixture or fitting. For example, carpets, curtains, light fittings, fitted cupboards, etc.

15.2	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.

16. ENERGY EFFICIENCY

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

16.3	Does the seller intend to undertake any of the energy efficiency recommendations laid out in the EPC before the sale of the property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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: www.gov.uk/find-energy-certificate

17. ADDITIONAL UTILITIES/SERVICES

17.1	Do you have any licenses, maintenance agreements, contracts, or service agreements about a connected service? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

17.2	Are there connected smart systems at the property? For example, 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"/>

17.3	Has the property been rewired or had any electrical installation work carried out since 1 January 2005? If yes, provide details and supply the Building Regulations Compliance and Completion Certificate (or equivalent) with this form.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

17.4	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?		

17.5	Have solar panels been installed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 17.5, please answer the following questions otherwise skip to question 18.

17.5.1	In what year were the solar panels installed?		
17.5.2	Are the solar panels owned outright?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

17.5.3	Are there storage facilities at the property? If yes provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

17.5.4	Is excess energy from the solar panels sold back? If yes, provide details of who the beneficiaries are.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

17.5.5	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"/>

18. INSURANCE

18.1	Has any buildings insurance ever been subject to an abnormal rise in premium?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
18.2	Has any buildings insurance ever been subject to high excesses?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
18.3	Has any buildings insurance ever been subject to unusual conditions?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
18.4	Has any buildings insurance ever been refused?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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

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

19. RIGHTS AND INFORMAL ARRANGEMENTS

19.1	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"/>

20. ADDITIONAL INFORMATION

20.1	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"/>

20.2	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 is required under the Consumer Protection from Unfair Trading Regulations 2008.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

20.3	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"/>
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21. LEGAL OWNERSHIP

21.1 Full name and address of legal owner(s).

Full name			
Address line 1			
Address line 2			
Town			
County		Postcode	

Full name			
Address line 1			
Address line 2			
Town			
County		Postcode	

Full name			
Address line 1			
Address line 2			
Town			
County		Postcode	

21.2 Seller's Conveyancer

Full name			
Address line 1			
Address line 2			
Town			
County		Postcode	
Email			
Reference			

21.3 Capacity in which the Seller sells

Legal owner	<input type="checkbox"/>
Personal representative for a deceased owner	<input type="checkbox"/>
Under power of attorney	<input type="checkbox"/>
Mortgage in possession	<input type="checkbox"/>
Other:	<input type="checkbox"/>

22. BOUNDARIES/ACCESS

22.1 Looking towards the property from the road, who owns or accepts responsibility to maintain or repair the boundary feature?

22.1.1	On the left	Seller	<input type="checkbox"/>	Shared	<input type="checkbox"/>	Neighbour	<input type="checkbox"/>	Not known	<input type="checkbox"/>
22.1.2	On the right	Seller	<input type="checkbox"/>	Shared	<input type="checkbox"/>	Neighbour	<input type="checkbox"/>	Not known	<input type="checkbox"/>
22.1.3	At the rear	Seller	<input type="checkbox"/>	Shared	<input type="checkbox"/>	Neighbour	<input type="checkbox"/>	Not known	<input type="checkbox"/>
22.1.4	At the front	Seller	<input type="checkbox"/>	Shared	<input type="checkbox"/>	Neighbour	<input type="checkbox"/>	Not known	<input type="checkbox"/>

22.2	If the boundaries are irregular, indicate ownership by written description or reference to a plan.		

22.3	Is the seller aware of any boundary feature having been moved in the last 20 years? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

22.4	During the seller's ownership, has any land or buildings previously forming part of the property been sold or any adjacent land or buildings purchased? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

22.5	Does any part of the property or any building on the property overhang, or project under, the boundary of the neighbouring property or road? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

22.6	Has any notice been received under the Party Wall Act 1996 in respect of any shared/ party boundaries? If yes, supply a copy of the notice and give details of any work carried out or agreed upon.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

22.7	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"/>

22.8	Is there a current application to alter the boundaries of your property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

22.9	Does the boundary of the property on the title plan match the boundary being sold? If no, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

23. SERVICES CROSSING THE PROPERTY OR NEIGHBOURING PROPERTY

23.1	Do any drains, pipes or wires serving the property cross any neighbour's property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
23.2	Do any drains, pipes or wires leading to any neighbour's property cross the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
23.3	Is there any agreement or arrangement about drains, pipes or wires?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

23.4	If you answered yes to any of the questions under section 23, please supply a copy of the agreement or provide details below.

24. GUARANTEES

24.1 Are there any guarantees or warranties relating to this property?

24.1.1	National House Building Council (NHBC) or similar warranty	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.2	Roofing work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.3	Damp proofing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.4	Timber treatment	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.5	Central heating and/or plumbing work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.6	Double glazing (windows, doors, roof lights/windows/conservatory)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.7	Electrical work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.8	Preventative work/remedial action relating to subsidence	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.9	Solar panels	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>
24.1.10	Other:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Lost <input type="checkbox"/>

24.1.11	Please confirm that you will leave all paperwork relating to any guarantees at the property when you move out.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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24.2	Are there any outstanding claims or current applications relating to any of the above? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

25. OCCUPIERS

25.1	Does the seller live at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
25.2	If the property is occupied with tenants does anyone aged over 17 (other than the owner(s)) live at the property? If yes, provide their full name(s) and age.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
25.3	Have all occupiers, aged over 17, agreed to sign the contract to confirm that they will vacate the property prior to completion of the sale? If no, please provide details (e.g. the property sold, is it let to tenants) and supply a copy of the tenancy agreement together with a copy of any notice to quit which has been served upon them.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

26. TRANSACTIONAL INFORMATION

26.1	Is the sale dependent on the seller completing the purchase of another property on the same day?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
26.2	Does the seller have any special requirements about a completion/moving date? If yes, provide details of dates on which the seller cannot complete/move.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
26.3	Will all rubbish be removed from the property (including from the loft, shed, garden, outbuilding, garages and sheds) and the property left clean and tidy on completion?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
26.4	Will any light fittings that are removed be replaced with ceiling rose, flex, bulb holder and bulb?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
26.5	Will all keys for the windows and doors and details of alarm codes be left at the property or with the estate agent?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
26.6	Will reasonable care be taken when removing any fittings or contents and any damage made good?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

DECLARATION

We confirm that all information provided is accurate to the best of our knowledge and if we should become aware of any change to the information supplied prior to the exchange of contracts for the sale of the property we will update our conveyancer and estate agent.


Signature	
Print name	

All sellers should sign this form.

Date	
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Signature	
Print name	

Date	
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