

# PROPERTY INFORMATION QUESTIONNAIRE (PIQ)

## ABOUT THIS FORM

### To be completed by the landlord

The landlord may be the owner or owners; a representative with the necessary authority to rent the property for an owner who has died; a representative with the necessary authority to rent the property for a living owner (e.g. a Power of Attorney) or be renting in some other capacity. The form should be completed and read as though the questions were being answered by the owner.

If you are the landlord or property agent, you should be aware that this form runs in line with the Consumer Protection from Unfair Trading Regulations 2008 and as such it must be completed as wholly and accurately as possible. Under the Regulations, both the landlord and property agent must disclose anything, within their knowledge, that would affect the transactional decision of the average consumer. Provide as much information as possible and do not omit information.

The purpose of this form is to help landlords and property agents understand the types of details that should be disclosed if known. However, this form should not be considered exhaustive. Any information not referenced in the PIQ, that you feel would affect the decision of the average consumer, should also be disclosed to potential tenants. If you are found to be in breach of the Consumer Protection from Unfair Trading Regulations 2008 then you could face both an unlimited fine and/or imprisonment of up to two years.

The information provided within this PIQ should only relate to the period during which you owned the property; should there be any material information before your ownership that you are aware of, there is an 'additional information' section at the end of the form you can utilise.

There are two sections to this form:

- **Section 1:** includes Parts A, B and C of the Material Information which are minimum requirements set by the National Trading Standards Estate and Letting Agency Team.
- **Section 2:** includes additional information that is not legally required but provides key information for the tenant and managing agent which can help to prevent future disputes during the tenancy.

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## OVERVIEW OF QUESTIONS

### SECTION 1: DISCLOSURE OF MATERIAL FACTS

Page	Information
3	1. Headline property information
4	2. Payments
4	3. Utilities/services
8	4. Parking
9	5. Fire and building safety
11	6. Building restrictions/conditions
12	7. Rights and easements
12	8. Environmental issues
13	9. Planning permission
13	10. Accessibility
13	11. Energy performance certificate (EPC)

### SECTION 2: ADDITIONAL INFORMATION

Page	Information
14	12. Changes to the property
15	13. Length of ownership
16	14. Boundaries/Access
17	15. Specialist issues
18	16. Guarantees
18	17. Notices which affect the property
19	18. Other issues affecting the property
19	19. Restrictions/consents
21	20. Insurances
21	21. Furnished state
22	22. Additional information
22	<b>Declaration</b>



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](http://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 council tax/domestic rates paid by the landlord?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
1.2.3	Is the property a new build with council tax/domestic rates currently unavailable?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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

1.2.5	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"/>

1.2.6	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](http://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](http://valuationoffice.blog.gov.uk/2023/07/13/how-home-improvements-affect-your-council-tax-band)

#### 1.3 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"/>

<b>1.4</b>	If part of a larger building, what floor is the property located on?	N/A <input type="checkbox"/>
<b>1.5</b>	Please specify any aspects of the property that would not make it suitable for pets.	

## 2. PAYMENTS

<b>2.1</b>	Rent due	
<b>2.2</b>	Frequency of rent to be paid	
<b>2.3</b>	Security deposit	No deposit <input type="checkbox"/>
<b>2.4</b>	Holding deposit	No deposit <input type="checkbox"/>
<b>2.5</b>	Deposit protection scheme	N/A <input type="checkbox"/>
<b>2.6</b>	Detail any other payments related to the tenancy and when they can be charged.	

## 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	Manual available
Electricity			Yes <input type="checkbox"/>
Gas			Yes <input type="checkbox"/>
Liquid Petroleum Gas (LPG)			Yes <input type="checkbox"/>
Water main or private water supply			Yes <input type="checkbox"/>
Drainage to public sewer			Yes <input type="checkbox"/>
Septic tank			Yes <input type="checkbox"/>
Cesspool			Yes <input type="checkbox"/>
Cable TV or satellite			Yes <input type="checkbox"/>
Telephone			Yes <input type="checkbox"/>
Broadband			Yes <input type="checkbox"/>
Other:			Yes <input type="checkbox"/>
Other:			Yes <input type="checkbox"/>

**i** Include renewable technologies such as solar panels under 'other' in the service list above.

## Heating

<b>3.2</b>	Is there central/partial central heating in your property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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<b>3.2.1</b>	Provide details of the type of heating available below (including non-central heating) and include the supplier(s) and source(s) of the heating.

If you answered no to question 3.2, please answer the following otherwise skip to 3.6.

<b>3.3</b>	When was the central/partial central heating system installed?	Month	
		Year	

<b>3.4</b>	Is there a maintenance contract in place for the central/partial central heating system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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<b>3.4.1</b>	If you answered yes to 3.3, when was the contract renewed?	Month	
		Year	
		Not known	<input type="checkbox"/>

<b>3.4.2</b>	If you answered yes to 3.3, when does the contract expire?	Month	
		Year	
		Not known	<input type="checkbox"/>

<b>3.5</b>	Has the primary heating system in your property been serviced?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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<b>3.5.1</b>	If yes, when was the heating system serviced?	Month	
		Year	

<b>3.6</b>	Is the heating or cooling system within the property communal?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 3.6, please answer the following otherwise skip to 3.7.

<b>3.6.1</b>	Will the tenant have any control over who their energy provider is at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>3.6.2</b>	Will the tenant have the ability to turn the heating on or off at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>3.6.3</b>	Will the tenant have the ability to change the heating temperature at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>3.6.4</b>	Is there a smart meter present at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>3.6.5</b>	Provide details of how the cost of the heating is charged below. For example, this could be through personal usage, a service charge, general apportionment across all properties covered by the communal heating or if the heating is included in the rent.

<b>3.6.6</b>	If heating is charged at a fixed rate, how much will the tenant be charged for heating? If heating forms part of a service charge, include the total service charge.		N/A <input type="checkbox"/>
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### Safety inspections

<b>3.7</b>	Do you have a valid Gas Safety Certificate for the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>	
	If yes, when was the Gas Safety Certificate issued?	Month			
		Year			

**i** Under the Gas Safety (Installation and Use) Regulations 1998, you need to obtain a Gas Safety Certificate before you can legally rent out the property.

<b>3.8</b>	Has a risk assessment for legionella been carried out at the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>	
	If yes, when did the assessment take place?	Month			
		Year			

<b>3.9</b>	Has an electrical installation condition report been carried out?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>3.9.1</b>	If yes, did the property pass without serious issues?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>3.9.2</b>	If yes, when was the electrical wiring checked?	Month		
		Year		

<b>3.9.3</b>	If any issues have been identified, provide details paying particular attention to any C1 or C2 issues that have been reported.			
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### Water supply

<b>3.10</b>	Is the water supply at the property metered?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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**i** The Welsh Government have introduced regulations that impact landlords whose property receives water or sewerage services from Welsh Water. The regulations require landlords to ensure Welsh Water are informed of any change of tenants in their properties within 21 days. Find out more: [www.dwrcymru.com/en/help-advice/landlord-services](http://www.dwrcymru.com/en/help-advice/landlord-services)

<b>3.10.1</b>	Is private water present at the property for domestic purposes, such as a well, spring or boreholes? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**i** In Wales, a private water supply that is connected to the Welsh drinking water supply in some way must be inspected by Welsh Water. Provide details of the previous inspection with this form if applicable.

### Sewerage and waste

<b>3.11</b>	Provide details of the sewage arrangements at the property, including registration details if the property is located in Wales and has a septic tank.

<b>3.11.1</b>	If you have a septic tank or cesspool, do you have a maintenance contract in place?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	If yes, who is the company the maintenance contract is with?			

<b>3.12</b>	Provide details of the local authority's waste and recycling collections.

### Broadband and mobile signal

<b>3.13</b>	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"/>

If you answered yes to question 3.13, please answer the following questions otherwise skip to question 3.13.4.

<b>3.13.1</b>	What type of broadband connection is at the property?	
<b>3.13.2</b>	What is the broadband speed at the property?	Mbps

<b>3.13.3</b>	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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**i** More information on broadband connections and a broadband speed test can be found here: [www.uswitch.com/broadband/guides/broadband-availability](http://www.uswitch.com/broadband/guides/broadband-availability)

<b>3.13.4</b>	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"/>

<b>3.13.5</b>	Do all rooms in the property receive a consistent 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"/>		

<b>4.1.1</b>	Describe the available parking, including its location in relation to the property.

<b>4.2</b>	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"/>

<b>4.3</b>	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"/>

<b>4.4</b>	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"/>



<b>4.5</b>	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"/>

<b>4.6</b>	If the tenant 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"/>

<b>4.7</b>	Is the parking space included in a separate contract? If yes, provide details	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>4.8</b>	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

<b>5.1</b>	Does the property reside within a building considered 'high-risk'? High risk is defined as being 18 meters in height and containing at least two residential units.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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**The next questions relate to buildings considered 'high-risk' in England. If the property is not part of a higher-risk building, skip to 5.2.**

<b>5.1.1</b>	Are there any known building safety risks present in the property, or elsewhere in the building that would impact the property or the tenant? If 'Yes' provide details including the nature of the risk/hazard, any work that needs to be done or has been completed and its likely impact on the tenant.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>5.1.2</b>	Is there a principal accountable person and accountable person responsible for the part of the building where the property resides?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
	If yes, what is the name of the principal accountable person (PAP)?			
	If yes, what is the name of the accountable person (AP)?			

**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](http://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).

<b>5.2</b>	Are there any known building safety risks present in the property, or elsewhere in the building, that would impact the property or the tenant? If yes, provide details including the nature of the risk/hazard, any work that needs to be done or has been completed and its likely impact on the tenant.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>5.3</b>	Do any of the known building safety risks identified in this section (5. Fire safety and building safety) impact the availability or cost of insurance? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

## 6. BUILDING RESTRICTIONS/CONDITIONS

6.1	Is your property a listed building?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
	If yes, what is the grade of the property?			

6.2	Is your property in a designated conservation area?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.3	(Scotland only) are there any known real burdens?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.4	Are there any known lease restrictions for the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.5	Are there any known restrictive covenants for the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
6.6	Is there any planned construction of major infrastructure which will likely pass within one mile of the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

6.7	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"/>
	If yes, have the terms of the order been complied with?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

**i** Attach a copy of any relevant documentation to this form.

6.8	<p>If you answered yes to any question in this section (6. Building restrictions/conditions), provide details on the specific restriction(s) in place.</p>
	<div style="border: 1px solid black; height: 100px;"></div>

6.9	Summarise or provide photographic evidence of the general construction materials of the building.
	<div style="border: 1px solid black; height: 100px;"></div>

6.10	Summarise any aspects of the construction materials of the building which would impact the tenant's enjoyment of the property or the availability of insurance.
	<div style="border: 1px solid black; height: 100px;"></div>

## 7. RIGHTS AND EASEMENTS

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

<b>7.1</b>	Right of light	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.2</b>	Public (or private) right of way across the land	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.3</b>	Right of support from adjoining properties	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.4</b>	Customary rights, e.g. rights deriving from local traditions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.5</b>	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"/>
<b>7.6</b>	Chancel repair liability	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.7</b>	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"/>
<b>7.8</b>	Is the property subject to any servitudes? (Scotland only)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>7.9</b>	Any other rights or arrangements affecting the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>7.10</b>	If you answered yes to any of the questions under section 7 above, please provide details below.

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

## 8. ENVIRONMENTAL ISSUES

<b>8.1</b>	Is the property at risk of or has been flooded in the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>8.2</b>	Is the property at risk of coastal erosion?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>8.3</b>	Is the property known to be on a coalfield or mining area?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>8.4</b>	If you answered yes to 8.1, 8.2 or 8.3, provide details below.

<b>8.5</b>	If you answered yes to 8.1, 8.2 or 8.3, provide details of any restrictions or increases the cost of insurance products.

## 9. PLANNING PERMISSION

<b>9.1</b>	Are there any current developments or planning permissions that would alter the property in such a way that it would impact the tenant? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>9.2</b>	Are there any current developments or planning permissions within the immediate or wider community that would impact the property or the tenant? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

## 10. ACCESSIBILITY

<b>10.1</b>	Provide a summary of any adaptations within the property designed to improve its accessibility, e.g. for disabled tenants.

## 11. ENERGY PERFORMANCE CERTIFICATE (EPC)

<b>11.1</b>	Does your property have an EPC, which has been undertaken within the last 10 years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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**i** If you have an EPC, you will need to give a copy to your letting agent. If you do not have an EPC you will need to obtain one for your property.

## SECTION 2: ADDITIONAL INFORMATION

### 12. CHANGES TO THE PROPERTY

<b>12.1</b>	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 12.1, please answer the following questions for each change otherwise skip to 12.2. There is space for four changes and you can continue onto a separate sheet if necessary.

#### Change #1

<b>12.1.1a</b>	Nature of the work carried out.	Year completed:	

<b>12.1.1b</b>	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"/>
<b>12.1.1c</b>	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.1d</b>	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.1e</b>	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

<b>12.1.1f</b>	If you answered no to one or more of these questions, outline the reason(s) why below.

#### Change #2

<b>12.1.2a</b>	Nature of the work carried out.	Year completed:	

<b>12.1.2b</b>	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"/>
<b>12.1.2c</b>	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.2d</b>	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.2e</b>	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

<b>12.1.2f</b>	If you answered no to one or more of these questions, outline the reason(s) why below.

### Change #3

<b>12.1.3a</b>	Nature of the work carried out.	Year completed:	

<b>12.1.3b</b>	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"/>
<b>12.1.3c</b>	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.3d</b>	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.3e</b>	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

<b>12.1.3f</b>	If you answered no to one or more of these questions, outline the reason(s) why below.

### Change #4

<b>12.1.4a</b>	Nature of the work carried out.	Year completed:	

<b>12.1.4b</b>	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"/>
<b>12.1.4c</b>	Was planning permission or a lawful development certificate (LDC) obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.4d</b>	Was listed building consent obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>
<b>12.1.4e</b>	Was any consent under a restriction in the title obtained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not required <input type="checkbox"/>

<b>12.1.4f</b>	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 12.1, the relevant documents will need to be supplied to your letting agent prior to your property being marketed.

<b>12.2</b>	Has there been a major repair or replacement to any part of the roof since you purchased the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
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## 13. LENGTH OF OWNERSHIP

<b>13.1</b>	When did you become the legal owner of this property?	Month	
		Year	

## 14. BOUNDARIES/ACCESS

<b>14.1</b>	Have you had a dispute with your neighbour at this property which has been resolved or is ongoing? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>14.2</b>	Have any of the boundaries of your property been altered within your ownership or (if longer) the last 10 years? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>14.3</b>	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"/>

<b>14.4</b>	Do you have the right of access through any neighbouring homes, buildings or land? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>14.5</b>	Do any neighbours have the right of access through any part of your house, buildings or land? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>14.6</b>	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"/>



## 15. SPECIALIST ISSUES

<b>15.1</b>	Has there ever been any preventative work for dry rot, wet rot or damp carried out at your property? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>15.2</b>	Does any part of your property contain Asbestos? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>15.3</b>	Has Japanese Knotweed ever grown within the property boundary or its close vicinity? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>15.4</b>	Has the property ever been subject to subsidence? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

## 16. GUARANTEES

Are there any guarantees or warranties relating to this property?

<b>16.1</b>	National House Building Council (NHBC)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.2</b>	Roofing work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.3</b>	Damp/rot prevention or treatment work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.4</b>	Central heating and/or plumbing work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.5</b>	Electrical work	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.6</b>	Preventative work/remedial action relating to subsidence	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>16.7</b>	Other:	Yes <input type="checkbox"/>		

<b>16.8</b>	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"/>	Don't know <input type="checkbox"/>

## 17. NOTICES WHICH AFFECT THE PROPERTY

Have you received, within the last three years any of the following notices?

<b>17.1</b>	The owner of a neighbouring property has made a planning application.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>17.2</b>	Any planning application that could affect the property or the views?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>
<b>17.3</b>	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"/>
<b>17.4</b>	Other:	Yes <input type="checkbox"/>		

 Provide your letting agent with details of any notices that you are aware of.

## 18. OTHER ISSUES AFFECTING THE PROPERTY

<b>18.1</b>	Has the property been damaged as a result 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"/>

<b>18.2</b>	Is this property subject to an excessive noise or disturbance that a tenant should be made aware of? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>18.3</b>	Is this property subject to a Green Deal loan or another financed home improvement scheme? If yes, provide details including any outstanding payments for the renewable devices and any feed in tariffs.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

## 19. RESTRICTIONS/CONSENTS

<b>19.1</b>	Is there currently a mortgage on the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Buy to let <input type="checkbox"/>
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**If you answered yes to question 19.1, please answer the following question otherwise skip to 19.2.**

<b>19.1.1</b>	Have you obtained consent to rent from your mortgage lender? If yes, provide details and supply a copy of the agreement to your letting agent. If no, you will need to obtain consent before your letting agent can market your property.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>19.2</b>	Is there currently a head lessee?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If you answered yes to question 19.2, please answer the following questions otherwise skip to 19.3.

<b>19.2.1</b>	Do you have a copy of the head lease?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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**i** You will need to supply a copy of the head lease to your letting agent. If you do not have one, you will need to obtain a copy and forward it to your letting agent before the tenancy agreement/occupation contract can be signed.

<b>19.2.2</b>	Have you obtained consent to rent from any head lessee? If yes, provide details of any restrictions and supply a copy to your letting agent.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**i** You will need to obtain consent before your agent can market your property.

<b>19.3</b>	Are tenants going to be restricted access to any parts of the house, or sub-buildings? For example, a loft or detached garage. If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>19.4</b>	Do you plan, or have you arranged, for any works, to be carried out which may affect the tenant's moving in date or living conditions? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>19.5</b>	Are there any restrictions that would prevent a specific type of tenant (e.g. pet owners or a smoker) from being accepted? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**i** Please note that due to the Equality Act 2010 your letting agent would not be able to act on your behalf should you be seen to be discriminating against protected characteristics. For more information visit the Government website: [www.gov.uk/discrimination-your-rights](http://www.gov.uk/discrimination-your-rights)

## 20. INSURANCES

<b>20.1</b>	Do you have landlords insurance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>20.1.1</b>	If you have landlords insurance, provide the insurer and policy number.	Insurer	
		Policy no.	

If you answered no to question 20.1, please answer the following questions otherwise skip to 21.

<b>20.2</b>	Do you have buildings insurance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>20.2.1</b>	If you have buildings insurance, provide the insurer and policy number.	Insurer	
		Policy no.	

<b>20.3</b>	Do you have contents insurance for any of the contents you own and will you be providing during the tenancy?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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<b>20.3.1</b>	If you have contents insurance, provide the insurer and policy number.	Insurer	
		Policy no.	

## 21. FURNISHED STATE

**21.1 What level of furnishing are you planning to rent the property?**

<b>Unfurnished</b> <input type="checkbox"/>
Unfurnished does not mean leaving the property entirely empty. It is usually expected that curtains, carpets and certain white goods will be included such as a fridge and cooker.

<b>Part furnished</b> <input type="checkbox"/>
Part furnished will usually include curtains, carpets, certain white goods and larger items such as wardrobes (if there isn't already built in storage space in the bedrooms) beds, dining table and chairs.

<b>Fully furnished</b> <input type="checkbox"/>
Renting a property fully furnished means that the property is ready to move in. The specifics of what will and will not be included would be down to you (as the landlord) and the tenant to negotiate.

**21.2 If you are not renting the property 'fully furnished', list what items you will be including.**

Item/appliance	Guide/manual available?	
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>

## 22. ADDITIONAL INFORMATION

<b>22.1</b>	Are you aware of any covenants, which have not been covered within this form? If yes, provide details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't know <input type="checkbox"/>

<b>22.2</b>	(Scotland, Wales and Northern Ireland only) Are you currently registered with the relevant landlord registration authority? If yes, provide details including registration date, registration number and expiration date. Include agent Rent Smart Wales registration if applicable.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Don't know <input type="checkbox"/>	

<b>22.3</b>	Are you aware of any other material issues or information which relates to the property, or has anything occurred which may affect the average consumer's transactional decision? If applicable, describe the issue(s) and any action taken. Disclosure is required under the Consumer Protection from Unfair Trading Regulations 2008.

## DECLARATION

I hereby declare that as the owner (or owner's representative) of this property, I have completed this form to the best of my knowledge. I understand that if I have intentionally misled or omitted any information, which may affect the average consumer's transaction decision, I may be liable for prosecution under the Consumer Protection from Unfair Trading Regulations 2008.

<b>Signature</b>	
<b>Print name</b>	

<b>Date</b>	
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<b>Signature</b>	
<b>Print name</b>	

<b>Date</b>	
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