

**Sale Information Form**

**Please complete the following details about your sale**

1. Please supply us with the FULL NAME(S) and TITLE(S) of the current registered owners of the
property to be sold below:

 Title Mr/Mrs/Miss/Ms/Dr/Other

 Full Name First Name(s)

 Surname

 Title Mr/Mrs/Miss/Ms/Dr/Other

 Full Name First Name(s)

 Surname

 Please give address of the property you are selling:

 Address

 Post Code

**2** Is the sale property - Freehold / Leasehold / Shared Ownership

If shared ownership then please advise us of which Housing Association is involved and what percentage share you own in the box below:-

**3** Is there an existing Mortgage on the sale property? Yes / No

 If yes, please give the following details of the Lender:-

 Name

 Address

 Post Code

 Account Number Phone No

 Amount owing on the Mortgage £

**4** Is there any other Mortgage / Loan secured on the property? Yes / No

 If yes, please give the following details of the Lender:-

 Name

 Address

 Post Code

 Account Number Phone No

 Amount owing on the Mortgage £

**Is the property in negative equity Yes / No**

**If there is no Mortgage on the property, and you are holding the Deeds,**

**please enclose them when returning the completed questionnaire.**



**5** Are you selling through an Estate Agent? Yes / No

 If yes, please give the following details

 Name

 Address

 Post Code

 Reference Phone No

 What is the property being sold for ?

**6** Name & address of

 Buyers Solicitor

 (if known)

 Post Code

 Reference Phone No

**7** Buyer’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If you have any Planning Permission or Building Regulations documents relating to any extensions or alterations at the property can you please send these to us when returning this form.**

 Signed

 Signed

 Date 

 Additional Notes: