

## PROPERTY DETAILS SECTION

### 1 Full names of the current owners registered on the title of the property to be sold

**CLIENT 1** Your Full Name (including title/middle names)

  

**CLIENT 2** Your Full Name (including title/middle names)

  

Are you selling this property on behalf of someone else?  Yes  No  
e.g. under a power of attorney/as an executor

### 2 Full Postal Address of the property to be sold

  

3 What is the sale price £

4 Is the property  House  Flat  Maisonette  Bungalow  Other

5 Is the property  Freehold  Leasehold  Share of Freehold  Shared Ownership

If shared ownership, which housing association is the property part owned by and what percentage share do you own

Housing Association Name  Percentage owned by you  %

6 Do you have a mortgage on the property to be sold  Yes  No

If yes, please give details of the existing lender below

Lender Name

Mortgage Reference Number

Amount outstanding £  Do you have an early repayment charge  Yes  No

Address of Lender

Contact Number for Lender

Email Address

**7 Do you have a 2nd Mortgage or Loan or a secured charge on the property**  Yes  No  
**If yes, please give details of the existing lender below**

Lender Name

Mortgage Reference Number

Amount outstanding £  Do you have an early repayment charge  Yes  No

Address of Lender

Contact Number for Lender

Email Address

**8 Are you in arrears on any Mortgage or Loan secured against your sale property**  Yes  No

**9 Is the property in Negative Equity**  Yes  No

**10 Are you selling the property through an Estate Agent**  Yes  No

**If yes, please provide us with the following**

Estate Agent Company Name

Contact Name / Reference

Address of Agent

Contact Number for Agent

Email Address

**11 Names of your Buyers**

**12 The Buyers Solicitor Firm Name**

**Name of Person Acting for them**

Firm Address

Reference  Contact Number

Email address

**13 Any other relevant information / Additional notes**


**14 Everyone should have a Will.**

Would you like us to prepare one at a discounted price  Yes  No

**SIGNATURES**

**CLIENT 1**

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Date

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**CLIENT 2**

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Date

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**DATA PROTECTION PRIVACY NOTICE**

We use the information you provide primarily for the provision of legal services to you and for related purposes including:

- Updating and enhancing client records
- Analysis to help us manage our practice
- Statutory returns
- Legal and regulatory compliance

Our use of that information is subject to your instructions, data protection law and our duty of confidentiality.