

PURCHASE INSTRUCTION FORM AND QUESTIONNAIRE

Please read all these questions carefully and reply to them fully. If you are unsure of a reply please ring us or call in to obtain clarification.

1	The full names and addresses of all the buyers	
2	Telephone numbers	Home Work Mobile
3	National Insurance Numbers for all buyers	
4	Email addresses	
5	Full address and POSTCODE of property being purchased	
6	Is this freehold or leasehold? (if leasehold what is the approximate length of the lease?)	
7	Do you have to sell or remortgage any other property in order to proceed with this matter	Address of Property: Sale or remortgage? ICM to act Yes/No
8	Purchase Price Agreed £	
9	Are any fixtures and fittings bought in addition to the price? Provide details	
10	Do you need a mortgage? If so, how much are you borrowing? Who are you applying to	Yes/No £

11	Are you borrowing the rest of the purchase price from anyone or another lender?	
12	What deposit do you expect to have available on exchange	£
13	Who is your mortgage broker if you have one? Provide name and telephone number	
14	Are you buying this property for your own occupation or is it to be let out?	
15	Which Estate Agents (if any) are dealing with this purchase? Provide name and telephone no.	
16	Are you arranging your own building insurance or will this be dealt with by your lender? (where purchasing a leasehold property please check with us as it may be that the landlord insures)	
17	Is the purchase dependent on the seller carrying out any work to the property prior to exchange or completion. If yes provide details.	
18	Do you plan to make any alterations to the structure of the property after completion	
19	Do you know if any extensions have been built or any structural alterations been made to the property	
20	<p>Before we can proceed with the matter we are required to carry out identity checks. Initially please provide a copy of your passport, photo driving license or shotgun certificate.</p> <p>PLEASE NOTE THAT WE WILL NEED TO TAKE CERTIFIED COPIES OF ALL ORIGINAL DOCUMENTS.</p> <p>PLEASE ARRANGE FOR THESE TO BE FORWARDED TO US AS SOON AS POSSIBLE</p>	<p>Tick items provided:-</p> <p>Passport <input type="checkbox"/></p> <p>Photo driving license <input type="checkbox"/></p> <p>Shotgun certificate <input type="checkbox"/></p>

