

BUYER'S QUESTIONNAIRE		
Personal details		
1.	Please provide full name(s) and current address(es) of the buyer(s) and contact telephone number and email address for the main contact. <i>NB: This information if only required if it has not already been supplied on the Seller's Questionnaire.</i>	Name(s): Address: Main contact Tel no.: Email: National Ins. no.:
2.	Please supply for copying at our office each buyer's original passport AND photocard driving licence OR send us copies duly certified by another UK solicitor. <u>NB: COPIES CERTIFIED BY ANYONE OTHER THAN A UK SOLICITOR WILL NOT BE ACCEPTED.</u>	Already provided OR To follow
3.	Please confirm that Galloway Hughes can carry out an on-line identity check against the buyer(s).	Confirmed
4.	Where there is more than one buyer please confirm that either/each of the buyers is authorised to provide instructions on behalf of both/all buyers. <i>NB: BOTH buyers to sign on page 4.</i>	Confirmed OR Not confirmed
The property		
5.	Provide the full address of property to be bought and confirm whether you intend to live at the property.	Address: Live at Property? Yes No
6.	Are there any outbuildings/garages or associated land to be included or excluded from the sale.	<i>Please supply further details</i>
7.	Is the property a house, bungalow, flat or maisonette etc?	

8.	Does the property have any unusual features e.g. cellars, part of the property overhanging adjoining premises etc.	Yes No <i>[If yes please describe these]</i>
9.	Confirm details in estate agent's sale memorandum, particularly price, are correct.	Yes No <i>[If no please describe why]</i>
10.	Is the property newly built to your knowledge?	Yes No <i>[If yes please state when it was built]</i>
11.	From your viewing of the property, did you notice any extension or alterations to the original building?	Yes No <i>[If yes please describe these]</i>
12.	How is access to the property obtained? Is this a private road?	Road name: Yes No <i>[If yes please give details]</i>
	NB: Searches will be carried out against the Property only and will therefore <u>not</u> reveal anything relating to neighbouring properties or any planned developments on nearby land.	
Financial		
13.	A deposit of between 5–10% of the purchase price must be paid by you on exchange of contracts (the final amount will be agreed with the seller). <i>NB: To comply with lenders' requirements the deposit and balance of the purchase price must come from a bank account in <u>YOUR</u> name. Please confirm.</i>	Confirmed OR Not confirmed <i>[Give details]</i>
14.	How will the balance of the purchase price be funded?	Own Funds OR Mortgage <i>[Give lender's name and details of stage of application]</i> OR Other Third Party (e.g. family member)
15.	Please supply the bank account details to which any excess monies following completion are to be transferred.	Account name: Bank name: Address: Sort Code: Account No.:

Timing		
16.	Is your purchase dependent on the sale of another property?	Yes – instructions on related sale already provided. No
17.	If your current property is rented, what is the notice period you need to give to your landlord to terminate the tenancy?	Months Not applicable
18.	What is your anticipated completion date for the sale of the property? <i>NB: You will pay the deposit on exchange of contracts and will then be bound to complete on the completion date/the "moving date" (which is when you will pay over the balance of the purchase price).</i>	Details provided on Seller's Questionnaire OR Please provide details:
19.	What is the time period you would like between exchange of contracts and completion? <i>NB: This can be anything from one to four weeks but this can be longer if you prefer.</i>	Details provided on Seller's Questionnaire OR Please provide details:
Joint owners / Occupants		
20.	If more than one person is purchasing the property, do you wish the property to be held as "joint tenants" or "tenants in common"? <i>NB: Please see the notes on the final page in this respect then sign and date the form.</i>	
21.	For what purpose are you purchasing the property	Owner occupation OR Buy to Let OR (Re)development
22.	Will any person over the age of 17 who will not be one of the Buyers be occupying the property after completion?	No Yes [<i>Please state their name(s) and note that they will be required by your lender to sign a consent form attached to the mortgage deed</i>]

Please note the following:

1. Removers - Please note that you should not make any bookings with a removal company until we have exchanged contracts for your purchase on your behalf. You will find that the removers may charge hefty cancellation/alteration fees. The moving date is never certain until contracts have been exchanged.
2. Buildings insurance – The normal terms of a residential purchase contract require the buyer to put in place buildings insurance on the day of exchange of contracts. We will remind you about this just prior to exchange of contracts.
3. Structural survey - An independent structural survey of the property may reveal defects which may affect your willingness to pay the full amount of the agreed purchase price or

to proceed with the purchase at all. We do not inspect the property and cannot advise you in this respect. If you decide to commission such a survey we can provide you with contact details of some local surveyors if required.

- Stamp Duty Land Tax (**SDLT**) - SDLT is payable on the purchase price. Details of the Government's current SDLT rates are set out below. Prior to completion we will send to you a completed SDLT form for signing and return. You should check this form carefully and complete any missing information before returning the signed form to us. Other than SDLT we will not be advising you on any tax related issues and you should therefore seek separate tax advice.

Purchase Price	SDLT Rate
Up to £125,000	Zero
£125,001 - £250,000	1% of purchase price
£250,001 - £500,000	3% of purchase price
£500,001 - £1,000,000	4% of purchase price
£1,000,001 - £2,000,000	5% of purchase price
£2,000,001 and above	7% of purchase price

Notes on Joint Ownership of Property

These notes are only of relevance if you are buying the property jointly with another person. You can own the property in one of two ways:

- As **Joint Tenants**: If the property is held by you as joint tenants, on the death of one party, that party's interest in the property will automatically be transferred to the survivor. Many married couples or partners in longstanding relationships choose to hold their property on this basis. This form of joint ownership may not be appropriate if you are purchasing the property jointly with another for investment purposes, or if you have concerns about future difficulties arising with the other party.
- As **Tenants in Common**: If the property is held by you as tenants in common, on the death of one party, that party's interest in the property does not pass to the survivor. Instead, the deceased's interest passes to the relevant party named in their Will or via the intestacy rules if the deceased does not have a Will.

If the property is held as tenants in common, it is highly recommended that a trust deed be prepared to record the parties' respective shares in the property, the arrangements with regard to payment of the mortgage and outgoings and the procedure to be followed if one party wishes to sell its interest in the property. We can prepare a straightforward trust deed for a fee of £200 (plus VAT if applicable).

If the property is held as joint tenants, either party can at anytime unilaterally change the basis on which the property is held so that it is held as tenants in common. If this issue arises we recommend you take independent legal advice.

****Have you provided your National Insurance no. in box 1? This is an HMRC mandatory requirement on the Stamp Duty Land Tax form which we will complete on your behalf.****

Signed:.....(1st Buyer)(2nd Buyer)

Dated:.....