

Notice of intention to sell form



Sellers details

Full name 1

Full name 2

Correspondence address
(if you do not live at the property)

Email address

Phone number

Contact details (if different from above)

Email address

Phone number

Property details

Full address and postcode

Borough

House or flat

House Flat

Number of bedrooms

1 2 3 4

Number of bathrooms

1 2 3 4

Floor level

Ground 1st 2nd 3rd Other _____

Parking
(including bay number and if there is allocated parking)

Bay No _____ Allocated None
Driveway Garage

Council tax band

EPC expiry date

Have you previously staircased?

Yes No

Current ownership share %

Monthly rent amount

£

Monthly service charge amount

£

Annual ground rent amount

£

Have you extended your lease? –
(if yes, please provide details)

Yes No

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Valuation information	
RICS surveyor	
Current RICS full market value	
Share value:	£
Date of valuation report	
Marketing information Please provide details of the key features and unique selling points of your property.	
Please provide some local area information, for example, open spaces, shops, transport links.	
Please provide information on services, for example, communal heating, solar panels, underfloor heating, access to private or communal gardens or terraces.	
Onward purchase information*	
Have you found a property to move to?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Will the sale be part of a chain?	Yes <input type="checkbox"/> No <input type="checkbox"/>

***Please note:** We advise that you do not put an offer in on a new home until you have a buyer in place and solicitors are instructed. Should you already have an offer accepted, please provide us with this information.

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Disclaimer

I / We agree that the valuation should remain in date for the duration of the sale until completion, and I will contact our chosen surveyor for an extension 2 weeks prior to expiry if required.

I / We give permission for L&Q to use our photos and videos of my home pre and post sale for marketing purposes across online portals, emails and other marketing platforms.

I / We understand that my contact information will be passed to our supplier for photo/video production, and also onto any potential buyers to who wish to book a viewing.

I / We understand that L&Q strongly suggest that I/We do not make an offer on another property until our home is under offer and in receipt of a memorandum of sale.

Seller(s) to sign and date the form

Signatures

Seller 1

Date:

Seller 2

Date:

For office use only

Arena ref: _____

HOS ref: _____

EWS1: _____

Freehold or leasehold

Managing agent information: _____

Service fee: _____

Buildings insurance: _____

Management fee: _____

Reserve fund payment: _____

Lease term: _____

Lease expiry date: _____

Remaining lease term: _____

At 100% ownership: _____

Minimum income required: _____

Resale fee: _____

Resale fee clause: _____

IFA: _____

Solicitor: _____