

To get started on your journey to selling your property, please complete the below questionnaire and return it to us at asimpson@arrolawyers.com.au.

Alternatively, if you have any questions, please feel free to contact the Arro Property team today.

Instructions:

1. Please circle yes or no as applicable.
2. Please provide the additional information as indicated e.g. a copy of your title(s).
3. If you do not know the answer or are unable to provide the additional information please insert the words "Not Known".

Question	Answer
1 What is the address of the property?	
2 Who is your estate agent?	Name: Address: Email: Telephone number: Mobile number: Facsimile number:

Question	Answer
<p>3 Please provide your personal details</p>	<p>Individual name/Company name:</p> <p>DOB (if applicable):</p> <p>Residential address/registered office address:</p>
<p>4 Is there a mortgage over the property? If so, please provide us with the contact details of your banker so we can obtain the certificate of title.</p> <p>If there is a mortgage over the property, you will need to complete a discharge authority which you can obtain directly from your bank or you can request a copy from us.</p>	<p>Yes/No</p>
<p>5 What goods are to be sold with the land?</p>	<p>Option 1 – all fixtures and fittings of a permanent nature</p> <p>Or</p> <p>Option 2 – please advise if you would like to include/exclude any specific goods (e.g. all fixtures and fittings of a permanent nature except the chandelier in the entrance)</p>
<p>6 Is the sale a sale of land on which a farming business is carried on?</p>	<p>Yes/No</p>
<p>7 Is there a lease over the property? If so, please provide us with a copy of the lease.</p>	<p>Yes/No</p>

	Question	Answer
8	Are any car spaces, storage lots or other areas included in the sale?	Yes/No
9	Are any services not connected to the property (e.g. electricity, gas, water, telephone)? If so, please advise which services are not connected.	Yes/No
10	Is the property affected by an owners corporation (also referred to as body corporate)? If so, please provide details.	<p>Owners Corporation Manager:</p> <p>Address:</p> <p>Telephone number:</p>
11	Are you acting as an attorney for this sale?	<p>Yes/No</p> <p>If yes, please provide a copy of the Power of Attorney.</p>
12	Are you acting as an executor, trustee or administrator in regards to ownership of the land?	<p>Yes/No</p> <p>If yes, please provide a copy of the grant of probate/grant of letters of administration</p>
13	Where would you like correspondence sent after settlement?	

	Question	Answer
14	Are you aware of any failure to comply with any restrictions imposed by any easement, covenant or right? (e.g. a garage that is built over a sewer pipe).	Yes/No If yes, please provide details.
15	Have you received any demand, notice, order, requirement, proposal, declaration or recommendation of a public authority or government department affecting the land?	Yes/No If yes, please provide details.
16	Are you aware of any easements that affect the land that are not shown on the title, title plan and/or plan of subdivision?	Yes/No
17	Have you done any owner-builder works? (e.g. renovated a bathroom). If not, do you propose to do any owner-builder works before settlement?	Yes/No
18	Does the property have a swimming pool? If so please has a pool fence been installed and is the swimming pool fully compliant with the safety regulations?	Yes/No
19	Does the property have smoke alarms installed?	Yes/No

Get started on your journey to selling your property!

Please send a copy of the Contract of Sale for us to commence reviewing the contract and advising you on your legal obligations under the Contract.

Please send the email to asimpson@arrolawyers.com.au.

Alternatively, for any questions concerning the above please don't hesitate and contact the Arro Property team today.