

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.	Owners Corporation Manager: Address: Telephone number:
11	Are you acting as an attorney for this sale?	Yes/No If yes, please provide a copy of the Power of Attorney.
12	Are you acting as an executor, trustee or administrator in regards to ownership of the land?	Yes/No If yes, please provide a copy of the grant of probate/grant of letters of administration
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.