



**HOME INFORMATION PACK**

# **Property Information Questionnaire (New Homes)**

# Property Information Questionnaire

## Part 1

### About this form

**This form should be completed by the seller.** The seller may be the owner or owners; a representative with the necessary authority to sell the property for an owner who has died; a representative with the necessary authority to sell the property for a living owner (e.g. a power of attorney) or be selling in some other capacity. The form should be completed and read as though the questions were being answered by the owner.

#### If you are the seller, you should be aware that -

- Answers given in this form should be truthful and accurate to the best of your knowledge. The questions have been designed to help the smooth sale of your home. Misleading or incorrect answers are likely to be exposed later in the conveyancing process and may endanger the sale.
- Information included in this form does not replace official documents or legal information. You should be prepared to provide such documents on request in support of the answers given in this form.
- If anything changes to affect the information given in this form prior to the sale of your home, you should inform your conveyancer or estate agent immediately.

#### If you are an estate agent, you should be aware that -

- This form should be completed by the seller but it is your responsibility to ensure that it is included in the Home Information Pack.
- The Property Misdescriptions Act 1991 does not apply where the form has been completed solely by the seller.

#### If you are the buyer, you should be aware that -

- The information contained in this document should have been completed truthfully and accurately by the seller. However, the information does not replace official documents or legal information, you should confirm any information with your conveyancer.

**The seller must provide the information set out in Part 1 of this questionnaire.**

**Where the property being sold is a leasehold property, the seller must also complete Part 2 of this questionnaire.**

## ALL PROPERTIES

a. The postal address or proposed address (which may include a plot number)

b. The name of the seller

c. The date the PIQ was completed

1. Is the property a listed building or contained in a listed building?

Yes

No

2. Has the property received building regulation approval?

Yes

No

2a. If "yes", please give details.

<p>3. Has the property received a building regulation completion certificate?</p> <p>3a. If “no”, please give details.</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p>
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<p>4. Is the property sold with a warranty?</p> <p>4a. If “yes”, please give the name of the provider.</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p>
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<p>5. What parking arrangements exist or are planned for the property?</p>	<p><b>Garage</b> <input type="checkbox"/></p> <p><b>Allocated parking space</b> <input type="checkbox"/></p> <p><b>Driveway</b> <input type="checkbox"/></p> <p><b>On street</b> <input type="checkbox"/></p> <p><b>Resident permit</b> <input type="checkbox"/></p> <p><b>Metered parking</b> <input type="checkbox"/></p> <p><b>Shared parking</b> <input type="checkbox"/></p> <p><b>Specify other</b> <input type="checkbox"/></p>
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#### Other matters affecting the property

<p>6. Has there been any damage to the property as a result of storm or fire since you have owned it?</p> <p>6a. If “yes”, please give details.</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p>
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<p>7. Are you aware of any flooding at the property since you have owned it or before?</p> <p>7a. If “yes”, please give details. (Note: The buyer is advised to check the Environment Agency website for an indication of flood risk in the area.)</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p> <p><b>Don't know</b> <input type="checkbox"/></p>
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<p>8. Has there been or is there any preventative work planned for dry rot, wet rot or damp in the property?</p> <p>8a. If “yes”, please give details.</p> <p>8b. If the answer to 8 was “yes”, are there any guarantees relating to this work? If “yes”, please give details.</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p> <p><b>Don't know</b> <input type="checkbox"/></p>
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#### Utilities and Services

<p>9. Is there or will there be central heating in the property?</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p> <p><b>Don't know</b> <input type="checkbox"/></p>
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9a. If "yes", please give details of the type of central heating.

10. Please indicate which services are or will be connected to the property:

Services	Connected	To be connected
Electricity	<input type="checkbox"/>	<input type="checkbox"/>
Gas	<input type="checkbox"/>	<input type="checkbox"/>
Water mains or private water supply	<input type="checkbox"/>	<input type="checkbox"/>
Drainage to public sewer <i>(if not connected please indicate whether there will be a cesspool or septic tank)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>
Cable TV or satellite	<input type="checkbox"/>	<input type="checkbox"/>
Broadband	<input type="checkbox"/>	<input type="checkbox"/>

### Access

11. Is there a right of access through any neighbouring homes, buildings or land?

Yes

No

Don't know

11a. If "yes", please give details.

12. Does any other person have a right of access through the property?

Yes

No

Don't know

12a. If "yes", please give details.

### Leasehold properties

13. Is the property a leasehold property?

Yes

No

13a. If "yes", please complete Part 2 of this questionnaire. If "no", there is no need to complete Part 2 of this questionnaire.

## PART 2: LEASEHOLD PROPERTIES

Only complete this part if the property is a leasehold property.

If the lease is a new one and has not yet been granted, please answer the questions based on the draft terms of the lease.

Before entering into a binding commitment, buyers should confirm any matter relating to the leasehold ownership by reading the lease, if one is available, and checking the position with their conveyancer.

### Additional information for leasehold properties

<p>14. Is there a lease for the property?</p> <p>14a. If "yes", please answer the remaining questions.</p> <p>14b. If "no", please answer the remaining questions to the extent that the information is available.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>15. What is the name of the person or organisation to whom the following will be paid?</p> <p>15a. ground rent</p> <p>15b. service charges (if different from (a) above)</p>	
<p>16. What is the length of the lease?</p>	
<p>17. How much is the proposed ground rent?</p>	
<p>18. How much is the proposed annual service charge?</p>	
<p>19. How much is the proposed annual buildings insurance premium (if not included in the annual service charges)?</p>	
<p>20. Does the lease prevent –</p> <p>20a. subletting?</p> <p>If "yes", please give details.</p> <p>20b. keeping pets?</p> <p>If "yes", please give details.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Don't know <input type="checkbox"/></p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Don't know <input type="checkbox"/></p>

<p>21. Does the lease allow –</p> <p>21a. the use of a car park or space?</p> <p>If “yes”, please give details.</p> <p>21b. access to a communal garden (where applicable)?</p> <p>If “yes” please give details.</p>	<p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p> <p><b>Don't know</b> <input type="checkbox"/></p> <p><b>Yes</b> <input type="checkbox"/></p> <p><b>No</b> <input type="checkbox"/></p> <p><b>Don't know</b> <input type="checkbox"/></p>
<p>22. Leases often permit or prevent certain types of activity relating to the use of a property, those referred to in question (20) are examples. Are there any other conditions or restrictions in the lease which could significantly impact on a person's use of the property?</p> <p>22a. If “yes”, please specify.</p>	