Property Information Questionnaire

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 -

- 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 you hold any guarantees for work on your property, your buyer's conveyancer is likely to ask for evidence, which it is in your interests to make available as soon as possible.
- 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 -

- 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 -

- This information contained in this document should have been completed truthfully and accurately by the seller. However, the information only relates to the period during which the seller has owned the property (see question 1) and does not replace official documents or legal information and 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 of the property	**23 Charlton Place, London N1 8AQ**
b. The name of the seller	**David Seal**
c. The date the PIQ was completed	**November 17th 2009**
1. When was the property purchased?	**[December] month [1987] year**
2. Is your property a listed building or contained in a listed building?	**Yes** ☒

	No ☐ **Don't know** ☐
3. What council tax band is the property in? [Note: *Buyers should be aware that improvements carried out by the seller may affect the property's council tax banding following a sale]*	**A B C D E F G H** **Band: B**

4. What parking arrangements exist at your property?	**Garage** ☐ **Allocated parking space** ☐ **Driveway** ☐ **On street** ☐ **Resident permit** ☒ **Metered parking** ☐ **Shared parking** ☐ **specify other :**
Other issues affecting the property	
5. Has there been any damage to your property as a result of storm or fire since you have owned it? 5a. If "yes", please give details.	**Yes** ☐ **No** ☒ **Don't know** ☐
6. If you have answered "yes" to question 5, was the damage the subject of an insurance claim? 6a. If "yes", please state whether any of these claims are outstanding.	**Yes** ☐ **No** ☐ **Don't know** ☐
7. Are you aware of any flooding at your property since you have owned it or before? 7a. If "yes", please give details.	**Yes** ☐ **No** ☒
8. Have you checked the freely available flood risk data at the Environment Agency's website (http://www.environment-agency.gov.uk/subjects/flood)?	**Yes** ☐ **No** ☒

8a. If “yes”, please give details. 8b. If “no” the buyer is advised to check the Environment Agency website for an indication of flood risk in the area.	**Don’t know** ☐
9. Has there been any treatment of or preventative work for dry rot, wet rot or damp in the property since you have owned the property? 9a. If “yes”, please give details of any guarantees relating to the work and who holds the guarantees.	**Yes** ☒ **No** ☐ **Don’t know** ☐ **Work carried out by Ward Damproofing in 1996 - no guarantees exist**
Utilities and Services	
10. Is there central heating in your property? 10a. If “yes”, please give details of the type of central heating (examples: gas-fired, oil fired, solid fuel, liquid gas petroleum).	**Yes** ☒ **No** ☐ **Don’t know** ☐ Gas-fired
11. When was your central heating or other primary heating system last serviced?	**Last serviced one year ago [year] a report [please select] available** **Not serviced** ☐ **Don’t know** ☐
12. When was the electrical wiring in your property last checked?	**Last checked two years ago [year] a report [please select] available** **Not checked** ☐ **Don’t know** ☐

13. Please indicate which services are connected to your property:

Services	**Connected**
Electricity	☒
Gas	☒
Water mains or private water supply	☒
Drainage to public sewer (*if not connected please indicate whether there is a cesspool or septic tank*)	☒
Telephone	☒
Cable TV or Satellite	☒
Broadband	☒

Changes to the property

14. Have you carried out any structural alterations, additions or extensions (e.g. provision of an extra bedroom or bathroom) to the property?	**Yes** ☒ **No** ☐ **Don't know** ☐
14a. If "yes", please give details of the nature of the work	New kitchen, refurbished basement, construction of roof garden
14b. Was building regulation approval obtained?	**Yes** ☒ **No** ☐ **Don't know** ☐
14c. Was planning permission obtained?	**Yes** ☒ **No** ☐ **Don't know** ☐
14d. Was listed building consent obtained?	**Yes** ☒ **No** ☐ **Don't know** ☐
If the response was "no" for any of (b) to (d), please state why not (e.g. "not required" or "work completed under approved person scheme").	

15. Have you had replacement windows, doors, patio doors or double glazing installed in your property? 15a. If "yes", please give details of changes and guarantees, if held.	**Yes** ☒ **No** ☐ **Don't know** ☐ **Two rear windows (ground floor and top floor) double glazed by Anglian Windows - no guarantees exist**
Access	
16. Do you have right of access through any neighbouring homes, buildings or land? 16a. If "yes", please give details.	**Yes** ☐ **No** ☒ **Don't know** ☐
17. Does any other person have a right of access through your property? 17a. If "yes", please give details.	**Yes** ☐ **No** ☒ **Don't know** ☐
Leasehold properties	
18. Is your property a leasehold property? If "yes" complete Part 2 of this questionnaire. If "no" there is no need to complete Part 2 of this questionnaire.	**Yes** ☐ **No** ☒

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 and checking the position with their conveyancer.	
Additional information for leasehold properties	
19. What is the name of the person or organisation to whom you pay - 19a. ground rent; and 19b. service charges (if different from (a) above)?	
20. How many years does your lease have left to run?	
21. How much is your current annual ground rent?	
22. How much is your current annual service charge?	
23. How much is your current annual buildings insurance premium (if not included in the service charge)?	
24. Are you aware of any proposed or ongoing major works to this property? 24a. If "yes", what type of works are they and what is the expected cost relating to this property (if known)?	**Yes** ☐ **No** ☐ **Don't know** ☐
25. Does the lease prevent you from - 25a. Sub-letting? 25b. Keeping pets?	 **Yes** ☐ **No** ☐ **Don't know** ☐ **Yes** ☐ **No** ☐ **Don't know** ☐
26. Does the lease allow you to: 26a. Use a car park or space?	 **Yes** ☐ **No** ☐ **Don't know** ☐

26b. Have access to a communal garden (where applicable)?	**Yes** ☐ **No** ☐ **Don't know** ☐
27. Leases often permit or prevent certain types of activity relating to the use of the property, those referred to in question (25) are examples. Are there any other conditions or restrictions in the lease which could significantly impact on a person's use of the property? 27a. If "yes", please specify.	**Yes** ☐ **No** ☐ **Don't know** ☐

Explanatory Notes to Numbered Items

19. The landlord will normally be the person to whom the ground rent is payable, although it is possible that an agent may be employed to collect this on the landlord's behalf. The person or the organisation to whom the service charge is payable may be your landlord or head landlord or a residents' management company – you should find the landlord's details on your latest service charge demand. It is also possible that an agent has been employed to collect service charges on their behalf.

20. The number of years is calculated by taking the original number of years the lease was granted for and deducting the number of years that have expired since the lease was first granted.

21. This information will be found in the lease.

22. This information will be found on the previous year's service charge demands.

24. Leaseholders should have been notified of this as part of the required consultation process where their contribution towards the work exceeds £250.

Please note : All leaseholders should have their own copy of the lease although sometimes this is held by the mortgage lender or the conveyancer who handled the purchase. A copy can normally be obtained from the Land Registry – www.landregisteronline.gov.uk. It is unlikely that the managing agent will be able to provide a copy of the lease.

© Crown copyright 2008
Published by the Department for Communities and Local Government, December 2008
ISBN: 9781 4098 0932 6