

# VENDOR QUESTIONNAIRE



## VENDOR:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_

## PROPERTY ADDRESS:

\_\_\_\_\_

## AGENT DETAILS:

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_

## If Strata: -

Name of Strata Manager \_\_\_\_\_  
Telephone \_\_\_\_\_

## IMPROVEMENTS

HOUSE       garage       carport       home unit  
 Carspace       none       other: \_\_\_\_\_

## INCLUSIONS

blinds       insect screens  
 built-in wardrobes       light fittings  
 clothes line       range hood  
 curtains       stove  
 dishwasher       pool equipment  
 fixed floor coverings       TV antenna  
 other: \_\_\_\_\_

## SMOKE ALARMS

Does the property have smoke alarms?  
 Yes, battery operated       Yes, hardwired       No

Does the property comply with Council requirements?       Yes       No

Has any building work been done without council approval?       Yes       No

Is there a swimming pool?       Yes       No  
If so, does it comply with safety regulations?       Yes       No

Is there a tenant in the property?       Yes       No  
If so, please provide a copy of the tenancy agreement

**DISCHARGING MORTGAGEE**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Loan Account number: \_\_\_\_\_

Where is the title deed held? \_\_\_\_\_

Are you liable to pay land tax?  Yes  No

Excluding rate notices, have you received any notice regarding the property from any of the following authorities: -

<input type="checkbox"/> Local Council	<input type="checkbox"/> Strata Corporation
<input type="checkbox"/> Roads & Traffic Authority	<input type="checkbox"/> State Rail Authority
<input type="checkbox"/> Integral Energy	<input type="checkbox"/> Water Board
<input type="checkbox"/> Department of Education	<input type="checkbox"/> Land & Housing Corporation

If so, please provide further information.

Have you received any notices under the following acts: -

<input type="checkbox"/> Heritage Act	<input type="checkbox"/> Pipeline Act
<input type="checkbox"/> Unhealthy Building Land Act	<input type="checkbox"/> Mining Act
<input type="checkbox"/> Water Act	<input type="checkbox"/> Soil Conservation Act
<input type="checkbox"/> Environmentally Hazardous Chemicals Act	
<input type="checkbox"/> Stock (chemical residues) Act	

If so, please provide further information.

Is there any Court action or proposed Court action in relation to the property?  Yes  No

Is there any dispute with the neighbours regarding fences or any other property matter?  Yes  No

Are you aware of any encroachment by your building, fences, pipes or power lines upon any adjoining property or their building, fences, pipes or power lines upon your property?  Yes  No

Is the property seweraged?  Yes  No

Do you hold a survey report or drainage diagram?  Yes  No

Do you plan to buy another property on completion of your sale?  Yes  No

Has the building had any work in excess of \$12,000.00 done to it in the past seven (7) years?  Yes  No  
If so, please provide copies of any Home Owners Warranty, building insurance, builders licence numbers, etc.

What will be your future address? \_\_\_\_\_

How did you hear about Cause Conveyancing? \_\_\_\_\_

*If you have any questions regarding the completion of this questionnaire please do not hesitate to contact Cause Conveyancing for assistance.*