

HEALY CROWLEY AHERN solicitors

Questionnaire for persons purchasing property

Thank you for instructing Healy Crowley Ahern solicitors, of Killorglin and Caherciveen Co Kerry in relation to the purchase of your property. We hope that you find our service efficient and professional. To assist us in your purchase, we should be grateful if you could complete the information contained on this questionnaire and post it or email back to our office. Please note all of your details provided will be kept in strictest of confidence.

YOUR PERSONAL DETAILS

Name: _____ Telephone Number: _____

Address: _____ Email: _____

PPS Number: _____ Please specify, are you self employed or a PAYE worker:

Please provide us the name of any other person purchasing the property with you if relevant (eg partner, spouse, civil partner, business partner etc)

Name: _____ Telephone Number: _____

Address: _____ Email: _____

PPS Number: _____ Please specify: self employed or a PAYE worker:

Is the property to be purchased in your own name or in joint names:-

Sole

Joint

Other

Please specify, _____

Please specify your marital status

Married

Single

Divorced/Separated

Widow/Widower

Civil Partnership

Co-habitant

ANTI-MONEY LAUNDERING

For the purposes of the Criminal Justice (Money Laundering and Terrorist Financing) Act 2010, we are obliged to satisfy ourselves regarding the identity of our clients. Therefore, we should be grateful if you could provide us

- A copy of your passport **OR** driving licence; **AND**
- A copy of any **one** of the following which have been issued to you in the last six months:-
 - Utility bill (eg ESB, telephone, gas bill,etc); **OR**
 - A bank or credit card statement; **OR**
 - Mobile phone bill; **OR**
 - Any correspondence from the Revenue Commissioners or the Department of Social Protection.

THE PROPERTY

Please provide the address of the property being purchased by you:

Please specify the agreed purchase price: _____

Are contents included in the purchase?

Yes No

If Yes please specify the agreed price for the contents: _____

THE SELLERS

Please provide us the name of the sellers if known to you

Name: _____

Are they living in the property they are selling

Yes No

If not, please provide us their address if known to you

AUCTIONEER

If you purchased the property through an auctioneer, please provide us the name and address of the auctioneer

Name: _____

Address: _____

FINANCE

Please outline to us how you are financing the purchase of the property

- Completely through own funds Sale of other property
- Assisted through borrowings whether in part or in whole

If borrowing, please specify the following in connection with your borrowings:-

Name of Lending Institution:

Amount of loan:-

Branch/address of lending institution:

Name and address of Broker (if relevant):

If borrowing, please indicate whether you have loan approval

- We have obtained loan approval
- We have applied for loan approval
- We have yet to apply for loan approval

If you have obtained loan approval, please provide us a copy of the approval. Please specify here the date of the approval:-

Date of approval: _____

STRUCTURE/SURVEY/PLANNING PERMISSION

If the property you are purchasing includes a dwelling or building, you should engage an engineer/architect to perform a structural survey. Further, you will require an engineer/ architect to also inspect the boundaries to the property, to review the services attaching to the property and to inspect compliance with planning permissions (if any). Please tick one of the following:-

- I will engage my own engineer/architect
 - I do not have an engineer/architect, I will use your firm's recommended engineer/architect
 - Other, please specify
-

If you have engaged your own engineer/architect, please provide us the details

Name of engineer/architect: _____

Address of engineer/architect:

Telephone number: _____ Email: _____

INSURANCE

Please note that you should make steps to ensure that the property you are purchasing is insurable. As soon as you sign contracts for the purchase of the property you should have your property insured. Please tick the box below if relevant to you:-

- I am financing the property with loan finance and therefore will be required to insure the property

OR

- I understand the importance of insuring the property and have or will engage a broker on my behalf to take steps to insure the property

PLEASE NOTE INSURING YOUR PROPERTY IS ENTIRELY YOUR RESPONSIBILITY AND WE DO NOT PROVIDE ANY FURTHER ADVICE IN RELATION TO SUCH INSURANCE

OTHER ARRANGEMENTS

If there are specific elements agreed with the purchaser which you think should be brought to our attention, please set these out here (for example, you may have agreed that the seller would repair a part of the house prior to sale, or would be given a right of way to an adjoining property or have some other arrangements made)

- There are no such arrangements
 - There are such arrangements, which are as follows
-
-
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Thank you for taking the time to complete this questionnaire. Once completed, please post it back to whichever office you are dealing with Killorglin or Caherciveen. If you think at any stage in the future that the information you provided here is incorrect or may need to be updated or amended just simply contact the office

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