

CONTRACT & SECTION 32 INFORMATION FORM-SALE

POST OR FAX THIS FORM TO OUR OFFICE TO GET YOUR MATTER STARTED

CLIENT DETAILS

Vendor(s) full Names (ie. Including ALL given names):

Current Address (For correspondence UNTIL settlement):

Future Address (For correspondence AFTER settlement):

Telephone: (H) (B) (M)

E-Mail Address:

Occupation:

PROPERTY DETAILS

Address of Property Being Sold:.....

Volume No: Folio No: (volume & folio are taken from the top right corner of certificate of Title)

Council Name: Water Authority:

Gas Authority: Electricity Authority: Telephone Provider:

This property is: vacant land a free standing dwelling
 is flat or home unit (see below*) other.....

It is made of: brick veneer brick timber Hardiplank/ fibro other.....

is not subject to any easements, covenants or other encumbrances or restrictions as to use other than those shown on the title. (eg. Sewer or drainage pipes outside easements, right-of-way, combined drain etc.)

is not subject to any Government, Council or other orders received or made in respect of the property.

has all fences on the correct title boundaries.

has road access.

there are no permits, licences or other rights (eg. grazing license) being transferred on this sale.

* For a flat or home unit:

own carpark attached carpark on separate title

carpark allocated by body corporate no car parking

no common property OR there is *common property and it is fully insured. *common property must be covered by public liability insurance in the name of the body corporate (ie. Not in your name as part of your own public liability insurance) for at least \$10 million until settlement.

is not run by a Body Corporate OR Body Corporate details are;

• Name of Body Corporate Secretary:.....

• Body Corporate Address:.....

• Body Corporate Telephone:.....

LOAN DETAILS

(NOTE: We cannot arrange settlement without this information)

The property secures a loan with the following lender (details required to discharge mortgage):

Name of Lender:..... Loan Number:.....

Lender address:..... Telephone:.....

The property **DOES NOT** secure any loan of any kind. (Certificate of Title to be provided as soon as possible)

CONNECTED SERVICES

The following services are actually connected to the property (ie. Working inside the house/unit)

- Electricity Water Gas Sewerage Telephone

OUTGOINGS

- Total yearly outgoings do not exceed \$1,500 OR Total yearly outgoings are: \$
Breakdown of outgoings: Council Rates \$ Water Rates \$ Body Corp \$
 There are no back rates or other financial liabilities for which the Purchaser will become liable after sale.

Please attach copies of your latest rates notices - Water, Council and Body Corporate (if flat or unit)

OCCUPATION OF THE PROPERTY

- I am the owner/ occupier (I am living in the property) OR the property is vacant (I am living elsewhere)
 A tenant occupies and: Notice to Quit has been served OR sale is subject to existing tenancy.

If a tenant is presently in occupation, please attach a copy of the tenancy agreement.

INSURANCE

- The property is insured, and will remain insured until settlement
Name and address of insurer:
(Note is the property has .common property. (flats, units etc.) the Body Corporate MUST have insurance for the common property of not less than \$10 million. A Purchaser may end the contract if the common property is not insured!)

BUILDING APPROVALS & RENOVATIONS

- No building approvals have been obtained, and no building works have been performed in the past 7 years.
 A building permit was obtained in the past 7 years, and details are as follows:

Building Permit No:..... Issued On:..... Copy of permit is attached.
 New home OR Extension (over \$12,000) OR Renovations (over \$12,000) OR
 Other works (over \$12,000)

The building work was completed by:.....
 A registered builder (*copy of Home Owner Warranty MUST be attached*).
 The building work was completed by an owner builder: *\$0 - \$12,000 **\$12,000 or more

IMPORTANT NOTICE: If you are an owner-builder or renovator (ie. You have arranged building work at your property, but you did not use a registered builder for the whole job) you must tell us about ANY building works undertaken on the property, even if a building permit was not required or issued, and identify works by a registered builder, single tradesperson or personally by you, regardless of value, so that we can determine what requirements exist, in order to comply with the current legislation. Failure to properly identify owner-builder .domestic building works. can lead to your contract being voided at any time prior to settlement, if the required inspection report and insurance are not obtained prior to entering the Contract of Sale.

Please describe the building work:

* Building inspection report required ** Building inspection report AND warranty insurance required

I confirm that the above information is true and correct, and is to be acted on as my instructions to proceed.

.....
(Signature)

.....
(Signature)

HOW DID YOU HEAR ABOUT US?.....

Signature Conveyancers
15 The Parkway, Diamond Creek 3089
Ph. 0403 559 992 Fax. 9438 3640
www.signatureconveyancers.com.au
info@signatureconveyancers.com.au