

SELLER QUESTIONNAIRE

Please take time to carefully answer the following questions; your answers will be helpful in the preparation of the Energy Performance Certificate and will help your Home Inspector prepare for the inspection of your property. Complete this form as best you can - it is accepted that some answers may be approximate or guessed, just be as precise as you can.

LEAVE THIS FORM ON-SITE WITH/FOR THE HOME INSPECTOR.

QUESTION		ANSWER		
Section One – General Information				
01	How old is the original building?	It was constructed in/ or it is about years old. (delete as appropriate)		
02	Is the building Listed?	Yes	No	Not sure
03	Is the building in a conservation area?	Yes	No	Not sure
04	Is the property on a private road?	Yes	No	Not sure
05	Is the property?	freehold	Leasehold	
	If leasehold do you know who is responsible for maintenance and repair of the property (please provide details)?			
05	Do you have a garage?	Yes	No	Not sure
	If yes, is it within the boundary of the property or elsewhere (such as a separate garage block)?	Within the boundary	Elsewhere (please give details)	
06	Do you have a cellar?	Yes	No	Not sure
	If yes how is it accessed?			
07	How long have you lived here? (if you do not live at this address, how long have you owned the property)	years		
08	Which services are connected to the property?	Electricity	Mains	Other
		Gas	Mains	Other
		LPG		
		Oil		
	Where you have stated other, please give details?			
	If LPG or Oil please indicate storage location?			
09	Where are the following?	Electricity meter		
		Electricity Fuse box		
		Gas meter		
		LPG store or Oil store		
10	If you have a Central Heating boiler do you know how old it is?	Years		
11	Do you have it serviced annually?	Yes	No	

<i>If you answered Yes to the above, you will need to sort out the relevant documents. Your HIP provider may wish to include these in the Home Information Pack.</i>					
Section Two – Changes to the Property					
12	Has it ever been extended or have significant internal changes been made or building works undertaken?	Yes	No	Not sure	
	If YES, did you carry out the works?	Yes	No		
<i>If you answered yes to this question then you will need to sort out all the relevant consents etc. (planning, building control etc.) Your EPC provider may want to include copies in the report</i>					
13	If you answered YES to Q 14, then please provide a bit more information.	Types of building works undertaken (tick all the apply) :	Approximate date of the works:	Planning Consents available? (see note below)	Building Regulation Approval Available? (see note below)
		1. Attic conversion...			
		2. Extensions/conversions...			
		3. Window replacement			

FORM COMPLETED BY _____ **SIGNATURE** _____

PRINT NAME _____

DATE _____

PLEASE STATE OWNER/OCCUPIER/AGENT/REPRESENTATIVE _____

DISCLOSURE OF HCR - ANYONE / ANYONE BUT MORTGAGE LENDERS / ONLY MORTGAGE LENDERS / NO-ONE