

Wollongong Conveyancing Services

67 Kembla Street, Wollongong NSW 2500
Tel (02) 4226 2467 – Fax (02) 4225 8535

CONVEYANCING QUESTIONNAIRE

Vendor/Seller:

Property:

1. Where is the title deed for the property? _____

2. Have you borrowed money upon the security of the property? If so, from whom?

Finance Lender: _____

Address: _____

Loan Account number: _____

3. What is the nature of improvements erected on the property? *(Please tick appropriate boxes)*

house factory flats home unit vacant land

garage carport car space swimming pool

other *(specify)* _____

4. What items are included in the property? (Please tick appropriate boxes)

- blinds range hood stove dishwasher clothes line
- curtains light fittings built in wardrobes insect screens
- fixed floor coverings swimming pool equipment
- external TV antenna garage door remote control
- air conditioning ceiling fans
- security system other (specify) _____

5. What items described above do you intend to remove from the property?

6. What are the council, water and sewerage rates and charges? Have they been paid?

Council	\$ _____	Paid	Yes / No (please circle)
Water/Sewerage	\$ _____	Paid	Yes / No
Land Tax	\$ _____	Paid	Yes / No

7. In relation to capital gains tax:

7.1 When was the property acquired? _____

7.2 Has it been your principal place of residence since purchase? _____

7.3 If no, have you obtained advice in respect of capital gains tax liability? _____

8. Are you liable to pay land tax? If so, when was the last return filed? _____

9. Has any work been done on the property or on any road next to the property for which a claim for payment or contribution may be made against you? (*eg kerbing and guttering*)

If yes, please give details _____

10. Have you received any notice about water, sewerage or drainage pipes, power lines or other services to the property? Yes / No

11. Are you aware of any proposed resumption of any part of the property? _____

12. Is there any dispute about boundaries or dividing fences? Have you received any notice under the Dividing Fences Act? _____

13. Have you received any other notice or claim about the property? _____

14. Do you own any adjoining property? _____

15. Is there any dispute or court action about the property? _____

16. Are you aware of any encroachment by buildings, fences, pipes or power lines upon any adjoining property or upon your property? _____
17. Is the property sewered? _____
18. Do you have a surveyed report on the property or a plan of the sewer and water connections?
Yes / No (If so, please attach)
19. Are you aware of any defects in the land which may affect the right to build on it, eg hidden pipes, land slip, fill, contamination, flooding etc? _____

20. What is the approximate age of any buildings on the property? _____
21. In relation to any buildings:
- 21.2 Has any building work been done on the property in the last 7 years? _____
Yes / No
- 21.2 If so, when and by whom? _____

- 21.3 Is there a swimming pool on the property? Yes / No
22. Have any improvements or additions been made to the property without the consent of the council:
- 22.1 by you? _____
- 22.2 by a previous owner? _____

23. Is the property tenanted? Yes / No If no, go to question number 24.

23.1 What is the full name of each tenant?

1. _____ Unit No____

2. _____ Unit No____

3. _____ Unit No____

4. _____ Unit No____

23.2 What is the rental and how often is it paid?_____

23.3 What rental bond has been paid and to whom?_____

23.4 Is there any lease or other agreement in writing relating to the tenancy? If so, please attach a copy of the lease or agreement.

24. Is there a Strata Managing Agent for the property?

24.1 If so, please state name_____

24.2 If there is no agent, name of Secretary of Owner's Corporation_____

24.3 Address and phone number of Strata Managing Agent or Secretary_____

25. Do you plan to buy another property upon completion of your sale? Yes / No

26. What will be your future address? _____

27. Are there any other special instructions? *(eg subject to development approval or subdivision)*

28. Anticipated sale price \$ _____

29. Is your property being sold through a Real Estate Agent? Yes / No

29.1 Name of Agent _____

29.2 Address, Phone and Fax Numbers _____

Dated:.....

Signed:

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