



HOUTERMANS HORNER CONVEYANCING

PRIVATE SALE CONTRACT QUESTIONNAIRE

We require the following information to enable us to prepare the documentation for you:

Vendor's details

Full Name:

Address:

Phone Number:

Email address:

Purchaser's details

Full Name:

Address:

Phone Number:

Email address:

Sale Property Address:

Purchase Price:

Is the Vendor liable for GST on the property? YES/NO

If unsure, please obtain your own independent professional taxation advice as Houtermans Horner Conveyancing is not qualified to provide advice on GST and other taxation issues relating to the sale or purchase of the Property.

Deposit to be held:

Settlement Date:

If a Strata or Community Corporation is involved, who is the manager?

Is the property Vacant Land? YES/NO

Is the property tenanted? YES/NO

If yes, who is the rental manager?

Are the tenants vacating prior to settlement? YES/NO

Name of tenant:

Is the tenancy in writing - **if yes, please attach a copy?** YES/NO

Tenancy commencement date and tenancy expiry date:

Is there a bond held with the tenancies tribunal? YES/NO

Is there a bank guarantee held as security for the lease? YES/NO



HOUTERMANS HORNER CONVEYANCING

If applicable, amount of the bond or bank guarantee:.....

Amount of rent:

Payment frequency:

Included Chattels e.g. built-in furniture, dishwasher, window treatments, fixed floor coverings, light fittings, rubbish bins, solar panels, other (please specify):

.....

.....

Excluded Chattels e.g. personal effects, dishwasher, loose floor coverings, garden pots and ornaments, rubbish bins, freestanding furniture, other (please specify):

.....

.....

Is there anything on rent to own or hire agreement e.g. solar panels? YES/NO

If yes, please advise:

.....

Is there a workplace on the land? YES/NO

Is there an asbestos register for the workplace – **if yes, please attach a copy?** YES/NO

Has the Vendor received any notices or orders in relation to the property? YES/NO

If yes, please advise:

.....

Were any improvements/alterations/repairs erected without required consents (e.g. from council / Plan SA)? YES/NO

If yes, please advise:

.....

Are there any known encroachments or fences not on boundaries? YES/NO

If yes, please advise:

.....

Is there a pool at the property? YES/NO

Special Conditions (if applicable)

Finance

Lender/Broker:

Loan Amount: \$.....

Loan Term:

Commencing interest rate:% p.a.

Date on or before which finance is to be approved:



HOUTERMANS HORNER CONVEYANCING

Other

Is the sale to be subject to any other conditions (please detail below)?

.....

.....

Who will be paying the costs of the Private Contact preparation, Form 1 preparation and Government/Statutory Searches e.g. Vendor or shared equally between Vendor and Purchaser?

.....

Please provide the name and contact details of the other conveyancer (if applicable):

.....

.....

Please note:

- If Houtermans Horner Conveyancing acts on behalf of the Vendor and Purchaser in relation to the transfer of the property ownership, each party will be separately responsible for conveyancing fees at settlement.
- The Purchaser will be liable to pay Stamp Duty (where applicable) and Transfer Registration fees to Revenue SA and Land Services SA respectively, at settlement.

