



Vendor: Details Required to Prepare Section 32

- Vendor:
Address of property:
Residential Property Commercial Property
Contact: Address (As above) Phone:
Agent Details:
Agent Contact: Ph:
Is it planned for this property to be sold by Public Auction (Date: __/__/201__) Private Sale
Whereabouts of Title Bank Client in possession Other
Volume Folio
Is property rented and/or will vacant possession be available at settlement.
Rented Yes No Vacant Possession Yes No
Vacant Land
Building
Have there been any Building works in the past 7 years?
No Yes - Was Council Permit Obtained?
No required Not obtained Obtained (BW Insurance Required)
Owner builder No Yes
Defect Report
No Yes
Have any notices been issued by council advising of non-compliance of building permit? Yes No
If the property is a unit/flat/etc, copy of body corporate details.
Please list any chattels that specifically need to be listed in the contract to be removed by you:
Are the following connected and which authority?
Water Yes No
Sewerage Yes No
Electricity Yes No
Gas Yes No
Telephone Yes No

I agree that Prompt Legal Services are to provide conveyancing services in relation to the sale of the above property;

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SIGNATURE OF VENDOR(S)

Date

Quote: \$

Inclusive/Exclusive of GST, Plus Disbursements \$

Please provide copies of;
Council Rates
Water rates.

Original purchase contract (if available)
Copy of title (if Available)

Tenancy agreement (If tenanted)
Permits and/or notices and certificate of occupancy (if applicable)