

Purchase Instructions Confirmation Form

Solicitors Copy Please complete and return

Jarian Solicitors 465 Uxbridge Road Rinner Middlesex HA5 4JS Tel 020 8428 4288 Fax 020 8428 2842

I/We acknowledge receipt of your quotation and confirm I/We have read the jargon buster and notes. I/We confirm our instructions to proceed to exchange and completion on my/our behalf unless I/We instruct you to the contrary in writing.

Signed Purchaser 1.....Dated.....

Signed Purchaser 2.....Dated.....

Signed Purchaser 3.....Dated.....

Signed Purchaser 4.....Dated.....

For every person instructing please complete a section below. Information is treated in the strictest confidence. If more space is needed, please use a separate sheet of paper.

Purchaser 1 Surname.....

All Forenames.....

Date Of Birth.....e-mail.....

National Insurance Number.....

Tel Home Work..... Mob.....

Purchaser 2 Surname.....

All Forenames.....

Date Of Birth.....NI number.....

Tel Home Work..... Mob.....

Purchaser 3 Surname.....

All Forenames.....

Date Of Birth.....NI number.....

Tel Home Work..... Mob.....

Purchaser 4 Surname.....

All Forenames.....

Date Of Birth.....NI number.....

Tel Home Work..... Mob.....

Address/Correspondence To.....

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.....
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General Notes

Having received your instructions we immediately make application for Local Search providing that the Seller's solicitors have provided us with the relevant plans of the property. We make contact with the estate agents (if any) and the Seller's solicitor. We ask the Seller's solicitor to supply contract papers and answer certain enquiries. If you are selling a property at the same time, we send draft contracts to the Buyers solicitors when we receive title deeds from your mortgage lender. We keep you advised as the matter progresses by email, letter or SMS texts. The email and mobile number provided for Purchaser 1 above will be used for updates. Other email addresses can be added later.

However, in order to deal with your transaction expeditiously we need a little more information from you. We ask you to work through this form considering the points made, and providing the information requested. If you cannot provide certain information at the moment, please return the form and forward the information we have asked for as soon as you have it to hand.

For Our Records

Property To Be Purchased

Number.....

Street.....

Town.....

County.....Postcode.....

Price of property £.....

Please answer all questions as far as you are able to do so and sign and date at the foot

Fixtures And Fittings

Has the Seller agreed to include any particular fixtures and fittings in the sale? If so, please list them below. If you have agreed to pay an additional sum over and above the sale price for any of these items, please state the price agreed:

Description of Fixtures or Fittings

1.....Price £.....

2.....Price £.....

Figures – please set out here the price you have agreed to pay:-

For The Property £.....

For Fixtures And Fittings £.....

Total To Be Paid £.....

Note Re Deposits

Traditionally the seller receives 10% of the price when contracts are exchanged. If you have the money available from your own resources, all well and good. Of course, if this purchase is linked to the sale of your existing property, we shall hopefully be able to fund some or all of your purchase deposit by passing on the deposit that you will be receiving on your sale. However, we can only do this with the buyer's Solicitors consent. Usually, but not always, consent is given.

If you do not have 10% of the purchase price available please note that the Mortgage Company will not advance this before completion (which takes place a little time after contracts are exchanged). The Seller is not bound to accept less than the full 10% deposit. The Seller is not concerned with your personal finances nor with any arrangement you have made with your mortgage company. If you do not have the full 10% deposit, we will of course do our best to negotiate a reduced deposit. Even if we are successful in doing so you must still be prepared to pay a substantial sum. Please be prepared to approach your bank if necessary. You should also be aware that upon exchange if you have paid less than the 10% deposit, if for any reason you do not proceed with the purchase through your own default, you will be liable to pay the full 10% to the Seller plus interest and costs.

We normally ask for deposits from you so that they are cleared funds at least two days prior to exchange of contracts. Although the Law Society rules stipulate that we are obliged to calculate and credit your account with interest on the deposit we hold in our client account, we reserve the right to charge for the time spent on calculating the interest accrued on the account. Such charges may amount to more than the actual interest payable. In the circumstances, unless we hear from you to the contrary, interest will not be paid on deposits held in our client account.

Finance

Are you getting a mortgage, and if so how much?

Yes/No £.....

If known, what is the name and address of the Mortgage Company?

Name.....

Address.....

.....

Telephone.....

Reference.....

If someone such as the Estate Agent or a Financial Adviser is arranging the mortgage for you, what is their name and address?

Name.....

Address.....

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Telephone.....

Reference.....

If the mortgage is to be linked with an Insurance Policy, pension or the like, what is the name of the Insurance Company

Name.....

Address.....

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Telephone.....

Reference.....

Please provide details of the estate agent you are purchasing the property through (If Applicable)

Name.....

Address.....

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Telephone.....

Reference.....

Note Re Mortgage Guarantee Premiums

For any mortgage of more than 80% of the purchase price most mortgage companies will take out an insurance policy to protect themselves from any possible loss in case they have to re-possess and sell. A once and for all premium is payable to the Insurance company. It is paid when you take up a loan. If such a premium is paid in your case, it will in effect be you who pays it. The mortgage company will keep the money back out of the loan advance, and the sum they send to us will be reduced by this amount. The size of these premiums vary with the amount of the mortgage and it seems also to vary from Mortgage Company to Mortgage Company. Sometimes it is only a few pounds but we have seen cases of so called 100% mortgages where sums in excess of £1000 have been deducted from the mortgage advance.

I have read and understood the above, and the information I have given is true to the best of my knowledge, information and belief.

If the purchase of this property is linked to the sale of your property, please ensure you complete the attached sale of property instructions form.

Please note that the enclosed quote is based on information provided and the matter being a straightforward conveyancing transaction. If as a result of searches being carried out, the matter involves further work, we reserve the right to amend the quote.

Similarly, if the matter does not progress to completion, we reserve the right to charge our fees in accordance with the time spent on the matter.

If you wish to instruct us, please let us have a cheque in the sum of £350 on account of costs generally made payable to Jarian Solicitors.

Signed Purchaser 1.....Dated.....

Signed Purchaser 2.....Dated.....

Signed Purchaser 3.....Dated.....

Signed Purchaser 4.....Dated.....

Please return the following

- 1. Solicitors Copy of the estimate signed and dated*
- 2. This form signed and dated on page 1&4 by all purchasers named on page 1*
- 3. Cheque for £350 made payable to Jarian Solicitors*
- 4. Proofs of Identity and Address for each Purchaser*