

* Transfer of Equity *

Ref: _____

TRANSACTION INFORMATION SHEET AND CONFIRMATION OF INSTRUCTIONS

Could you please complete this form and return the same to us as soon as possible.

Full names of all owners of the property (including middle names):

Full names of all proposed new owners of the property (including middle names):

Address where we write to you:

The full postal address of the property you are transferring:

Your telephone numbers:

Home:	Work:	Ext.
Mobile:	other:	

Your National Insurance Number:-

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Name and address of your CURRENT lender (if any) together with your mortgage account number and also the approximate amount owing:

Name:			
Address:			
Account Number:			
Approx. Amount owing	£	as at (date)	/ /

Please give us the name and address and reference number of any second charges (if any) and also the approximate amount owing:

Name:			
Address:			
Reference Number:			
Approx. Amount owing	£	as at (date)	/ /

N.B Your National Insurance number must be provided as it is a requirement of the Inland Revenue in respect of the new Stamp Duty Land Tax Rules 2003 which came into force on the 1st December.

If you have no mortgage, please provide us details of the whereabouts of your deeds and please arrange to have the same sent to us as soon as possible:

Empty rectangular box for providing details of whereabouts of deeds.

Joint Ownership (please refer to pages 6 & 7 of our brochure). Is it agreed by both joint owners that we may liase with one of you and take instructions from one which will bind the other.

YES

NO

Joint ownership (please refer to page 5 of our guide). Do you wish to be joint tenants or tenants in common:

Joint Tenants

YES

NO

Tenants in Common

YES

NO

Do you wish to be tenants in common (please see page 5) and if you do wish to be tenants in common what percentages do you wish to own:

YES

NO

If yes

_____ % and _____ %

Declaration

We the aforementioned persons request you to act as our Solicitors in connection with the transaction as detailed above.

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Signed (all owners to sign)

Dated: