

# Property Questionnaire

Please complete the questionnaire as fully as possible and return with a signed Property administration overview and risk warning notice per member.

## Member details

Member name/SIPP No(if known):

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## Property details

Address:

Postcode:

Current use of property:  
(detailed description)

Intended use of property:

Previous use of property:

Approximate age of property  Number of Storeys  Basement  Yes  No

Listed Building  Yes  No If Yes what category :

Registered with land registry?  Yes  No

The property is:  Freehold  Leasehold

Does the property include residential element?  Yes  No, **if yes, it may not be possible to include in purchase**

Purchase price? £

Is purchase price subject to VAT?  Yes  No\*

If yes is the above figure inclusive?  Yes  No

\* If the purchase price is **not** subject to VAT, but there is a requirement for your SIPP to be registered for VAT following completion of the purchase, e.g. where major renovation works are to be undertaken, you must notify us of this at the appropriate time. Please refer to part 15 of our SIPP Property administration overview and risk warning notice that you are required to sign and return to us along with this Property Questionnaire. This section contains important information concerning VAT registration and subsequent quarterly VAT returns.

**Survey information**

Has a property valuation report been produced?  Yes  No

Has an environmental risk report been produced/included in the valuation?  Yes  No

Has an asbestos survey been produced /included in the valuation?  Yes  No

Have there been any known claims or incidents of an environmental nature?  Yes  No

If yes, please state the circumstances and outcome

**Environmental Screening information**

Site larger than 2 Hectares (4.94 Acres)?  Yes  No

Is there any building, construction or re-development planned for the site?  Yes  No

If yes, please provide a brief description

At the time of signing this application, are you aware of any facts or circumstances which may reasonably be expected to result in a claim or claims being asserted against you or your company as a result of the release of pollutants from this site into the environment:

Yes  No

If yes, please provide a brief description

Please return a cheque made payable to "Talbot and Muir" for the relevant amount as detailed below.

	Inc. VAT
Up to 2 hectares – up to 20,000sqm	£213.00
2 up to 5 hectares - 20,001sqm to 50,000sqm	£276.00
5 up to 10 hectares - 50,001sqm to 100,000 sqm	£342.00
10 up to 15 hectares – 100,001 sqm to 150,000 sqm	£420.00
15 up to 25 hectares – 150,001 sqm to 250,000 sqm	£690.00
25 up to 35 hectares – 250,001 sqm to 350,000 sqm	£762.00
35 up to 40 hectares – 350,001 sqm to 400,000 sqm	£840.00
40 up to 150 hectares - 400,001 sqm to 1,500,000 sqm	£960.00

**Vendor details**

Name:

Address:

Postcode:

Phone number:

E-mail:

Is the vendor connected to the member?  Yes  No

**Vendor's Solicitor details**

Name:

Address:

Postcode:

Phone number:

E-mail:

**Selling agent details**

Name:

Address:

Postcode:

Phone number:

E-mail:

## Representation

TM Trustees Limited will require their own legal representation. Whilst we are happy for you to have your own representation there will be an element of 'double billing' involved as both parties' solicitors will need to check all documentation. (please choose one option below)

I am/we are happy for the solicitors representing TM Trustees Limited to represent me/us also

I am/we are appointing our own solicitors to represent my/our pension fund and understand there will be an additional cost to this.

Firm name:

Solicitor:

Address:

Postcode:

Phone number:

E-mail:

## Lease information

Existing lease, where applicable

Tenant:

Rent:  Term:

Rent review:

If new lease is required on completion

Tenant:

Rent:  Term:

Are you appointing a property manager?  Yes  No, if Yes please provide details below

Firm name:

Contact:

Address:

Postcode:

Phone number:

E-mail:

Is the tenant connected to the member?  Yes  No. if Yes, a valuation from an independent RICS certified surveyor will be required to set the rental figure.

### Borrowing information

Are the Trustees borrowing to assist with the purchase?  Yes  No, if Yes please provide details below and a copy of the offer letter

Lending source:

Point of contact:

Address:

Postcode:

Phone number:

E-mail:

Amount of loan: £

Term:

Interest rate:

Repayment terms:

Is security over the property to be granted?  Yes  No

**Insurance**

**We require that property insurance be in place at all times from exchange of contracts.**

We are not responsible for arranging property insurance or renewing existing insurance cover. It is imperative that we are provided with copies of the relevant insurance schedule and written confirmation the policy is on risk, as well as confirmation on an annual basis that cover has been renewed. **Cover must be in place at exchange of purchase, and completion will be delayed until these documents are produced.** At all times it is your responsibility to ensure that the property insurance policy remains in force.

Member name:		Date:	
Signed:			
Member name:		Date:	
Signed:			
Member name:		Date:	
Signed:			
Member name:		Date:	
Signed:			



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Talbot and Muir Limited provides administration to Small Self Administered Pension Schemes and is authorised by and regulated by the Financial Conduct Authority to provide administration to Self Invested Personal Pensions.

Talbot and Muir is the trading name for Talbot and Muir Limited (company number 02869547), registered in England, registered address 22 Clarendon Street, Nottingham, NG1 5HQ. A list of directors is available upon request.

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