

VENDORS Questionnaire

Thank you for taking a few minutes to complete the following questionnaire

1. Capacity and presence

Do you intend to come to our office to sign the final sales contract or do you require a power of attorney?
 Yes we/I intend to come No, we/I won't come I/we will need power of attorney

Is there any reason why you may NOT be in a position to sign a legal sale contract?
 Yes No

Are you going through personal bankruptcy?
 Yes No

Are you an associate in a company that is going through a bankruptcy procedure?
 Yes No

2. Description of the property

Have you modified the property in any way since becoming owners? (e.g. created extra rooms, added bathrooms, converted barns, attics, added an in ground pool)
 Yes No
If you have modified please complete question 9.

Does your sale include contents?
 Yes No
If yes we need itemized list with the price for each item.

3. Title deed

Please could you send us a copy of your title deeds (a scan will be fine) for the property. If you do not have them please tell us the name and address of the Notaire that dealt with your purchase.

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Are you the sole owner(s)?
 Yes No

4. Capital gains

Is the property you are selling your principle residence?
 Yes No

If YES there is no capital gains tax liability but we have to justify that the property is your principal residence so please provide a copy of your last French income tax return (avis d'imposition impôt sur le revenue),

If this property is **not** your principal residence, have you carried out any work to the property?
 Yes No

If yes, please provide copies of **artisan's invoices** so that we can offset them against CGT liabilities.

In which country are you domiciled for tax purposes?

5. Rights of way and boundaries

To your knowledge, are there any rights of way/easements on your property?

Yes No

If yes and there is no mention of it in your title deeds, please tell us more and attach any documentation you may have concerning it.

Are you aware of any disputes concerning your boundaries or concerning rights of way on your property?

Yes No

Are the boundaries to your property clearly defined?

Yes No

6. Existing contracts on the property

Will the house be free from all occupation on the day of the sale?

Yes No

Has the house been rented previously?

Yes No

If yes please include a copy of the rental agreement plus any annexes, the proof of the last rental payment and the amount of the deposit.

Is any of the land that is being sold with the property used by a local farmer or gardener?

Yes No

If yes please provide details.

7. Loans and Mortgages

Has your house been subjected to any legal procedures?

Yes No

Do you have any outstanding mortgage/loan or charge on your property?

Yes No

If yes to any of the above questions, please include the relevant documents.

8. Drainage

What type of drainage does your property have?

Mains drainage Individual drainage system/Septic tank or other

If your property has a septic tank, please provide us with a copy of the latest drainage report, this report must be less than 3 years old. It is an OBLIGATION to provide a fosse report to the buyer.

If you have a septic tank, please could you tell us the date in which it was last emptied and if possible please provide a copy of the invoice.

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If your property has mains drainage, please could you confirm the following

- Is the property connected to mains drainage? Yes No
- Are the drains in good working order? Yes No
- Please provide the latest invoice for drainage.(assainissement collectif)

9. The property

Building work done after the construction

Have you done any building work since you have owned the property that has changed the appearance of the property, or that has increased the surface area of the living accommodation? (For example a barn conversion, converting attic)

Yes No

If yes, did you apply for a planning permission (*permis de construire*) or submit a building work declaration (*declaration prealable*)?

Yes No

If yes please provide a copy of the “permis de construire” and/or the “declaration préalable” and the “declaration d’achèvement et de conformité” (end of works to sign off as conform to planning permission)

If no, please describe the modifications you have done.

10. Appliances in the house

Are there any appliances in your property that are still under guarantee? (for example boilers, air conditioning systems, any electrical appliances that are included in the sale) If yes, please include the receipts or copies of the guarantees.

Yes No

11. Posters and signs

Does the property have a contract that allows the putting up billboards and signs?

Yes No

If yes, please include a copy of the contract and the proof of the last payment.

12. Any other contracts

Does the house have any other ongoing contracts? (Boiler servicing, solar panels, chimney sweeping, rodent control etc.?)

Yes No

If yes, please include any eventual contracts that could be used by buyers.

13. Legal procedures

Are there any or have there been any legal procedures that concern the property?

Yes No

If yes, please tell us about the nature of the proceeding and provide court rulings etc....

14. Termites and diagnostics

Have you ever been made aware of any termite activity in your property?

Yes No

Have you ever carried out any treatment against termites or any other wood parasites?

Yes No

Have the diagnostics been paid for or would you like us to deduct the cost from the sale proceeds and pay on your behalf?

Yes No, please pay for them on my behalf and deduct the funds from the sale proceeds.

15. Smoke alarm

Is the property fitted with one or more smoke alarms?

Yes No

16. Heating

Does the house have:

A fuel tank for the heating Yes No

Mains gas? Yes No

A gas tank? Yes No

If there is a gas tank, do you own it? Yes No

If not please give us the name and address of the gas company that you rent it from.

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Does the property have either open fire(s) or wood burner(s)?

Yes No

If yes, please could you tell us the date of the last sweeping by a professional and provide a copy of the "certificate de ramonage"

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17. Swimming pool

If the property has a swimming pool, what type of security system do you have?

Alarm rigid cover Fence and gate

We need a copy of the conformity certificate please.

18. Insurance and claims

Please provide us with a copy of your house insurance cover note.

Do you have any ongoing claims?

Yes No If yes, please give us the relevant information.

19. Local taxes

Please provide us with a copy of the last tax foncieres and taxe d'habitation.

Have these taxes been paid and are up to date?

Yes No

20. Utilities

Does your property have mains electricity?

Yes No

Which company is your provider?

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Which water board do you pay your invoices to?

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21. Local information

Are you aware of any public or private projects in your commune (such as wind farms, breeding farms, discothèques, and property developments) that you prefer to inform us about to avoid future dispute or claim from buyer on this matter.

Yes No

If yes, please give details

22. Your forwarding address

Please indicate below your future address once the sale has completed.

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23. Final remarks

When entering into a sale contract, the vendor(s) MUST give any information which could affect the buyers consent to buy.

The information that may affect the buyers consent concern all aspects of the contract.

The buyer who believes that information about something in particular should have been provided, has to prove that the information was vital to him consenting to buy. The vendor then has to prove that he/she did give the information.

Contracting parties cannot limit or exclude this obligation.

Apart from this responsibility, if information the buyer proves vital to his/her consent has not been given, he/she could take the matter to court and ask for the sale contract to be cancelled.

Is there anything in particular that you would like to inform your buyer(s) concerning the property or anything else that you feel is important that we know concerning your sale to allow a smooth transaction?

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Signatures

Documents that we need for your file :

- ✓ Copies of your passport(s)
- ✓ Copies of your birth certificate(s)
- ✓ Copy of marriage certificate (if married)
- ✓ Copy of latest income tax return (if domiciled in France) (see question N°4)
- ✓ Copies of artisans invoices if works done less than 10 years ago
- ✓ Copy of the swimming pool security certificate of conformity (alarm, fence or cover) (see question N° 17)
- ✓ Copy of house insurance cover note (see question N° 18)
- ✓ Copy of latest tax foncieres and habitation invoice (see question N°19) Please note that buyers must reimburse their share of the taxe foncière for the year of the purchase for the number of days they own the property during that year. For the taxe d'habitation it is ONLY the occupant (ie the person who has his furniture in the property) on the 1st of January of the year of the sale, who is liable, i.e the VENDOR.

A copy of the bank RIB or money transfer account details (please note we can only send euros but we can send to an exchange company if you have set up an account)

Scans sent by e-mail to international.16068@notaires.fr are acceptable.