



Property  
Information Form

## Please take a moment to fill in this form as clearly and accurately as you can.

You know your property best, so the more information you provide, the better we can showcase it to potential buyers!

Property address:

Name - Seller 1:

Phone:

Email:

Name - Seller 2:

Phone:

Email:

Current share percentage owned:  %

Restricted staircasing? This means that there's a limit to how much of the property you can own. Let us know if this applies to your property:

Yes ☐ Restricted to:  %

No ☐

## If the property you're selling is a house, just fill out all the sections on this page, ticking any boxes that apply to your property.

Make sure everything's filled in, as we'll use this information to create your online property listing.

If you're selling a flat/maisonette or coach house, there's no need for you to complete this page, head straight to page 4.

### Number of bedrooms:

1 ☐ 2 ☐  
3 ☐ 4 ☐

### Layout:

☐ Kitchen/diner  
☐ Lounge/diner  
☐ Separate kitchen  
☐ Open plan kitchen/living area

### Number of bathrooms:

1 ☐ 2 ☐

### Number of en-suites (with bath or shower cubicle):

1 ☐ 2 ☐

### Parking type & number of spaces:

Allocated	<input type="text"/>
Unallocated/communal	<input type="text"/>
On street	<input type="text"/>
Garage	<input type="text"/>
Car port	<input type="text"/>
Driveway	<input type="text"/>
Residents permit	£ <input type="text"/>
Cost if applicable	<input type="text"/>

### Position:

☐ Mid terrace  
☐ End terrace  
☐ Semi detached  
☐ Detached  
☐ Bungalow  
☐ 3 storey townhouse

### Additional rooms:

Downstairs cloakroom: Yes ☐ No ☐  
Utility room: Yes ☐ No ☐

### Integrated kitchen appliances included in the sale of the property:

☐ Washing machine  
☐ Dishwasher  
☐ Fridge/freezer  
☐ Oven/hob/extractor fan

### Outside space:

Garden: Yes ☐ No ☐  
With gated access: Yes ☐ No ☐  
Outside tap: Yes ☐ No ☐  
Shed: Yes ☐ No ☐

### Number and location of any storage cupboards or built in wardrobes:

Head straight to Page 5 to tell us about utilities...

## If the property you're selling is a flat, maisonette or coach house, just fill out all the sections on this page, ticking any boxes that apply to your property.

Make sure everything's filled in, as we'll use this information to create your online property listing.

### Type of property:

- ☐ Flat
- ☐ Maisonette
- ☐ Coach house

### Number of bedrooms:

1 ☐ 2 ☐ 3 ☐

### Location (if a coach house):

- ☐ Above a garage/s
- ☐ Above a car port/s
- ☐ Other

Please specify:

### Layout:

- ☐ Kitchen/diner
- ☐ Lounge/diner
- ☐ Separate kitchen
- ☐ Open plan kitchen/living area

### Integrated kitchen appliances included in the sale of the property:

- ☐ Washing machine
- ☐ Dishwasher
- ☐ Fridge/freezer
- ☐ Oven/hob/extractor fan

Is there a lift? Yes ☐ No ☐

Above commercial premises (eg shops) Yes ☐ No ☐

### Property located on which floor (e.g. ground, 1st, 2nd floor):

Balcony Yes ☐ No ☐

Private enclosed garden Yes ☐ No ☐

### Number of bathrooms:

1 ☐ 2 ☐

### Number of en-suites (with bath or shower cubicle):

1 ☐ 2 ☐

### Parking type & number of spaces:

Allocated	<input type="text"/>
Unallocated/communal	<input type="text"/>
On street	<input type="text"/>
Garage	<input type="text"/>
Car port	<input type="text"/>
Driveway	<input type="text"/>
Residents permit	£ <input type="text"/>
Cost if applicable	<input type="text"/>

### Communal facilities:

- ☐ Bike store
- ☐ Bin store
- ☐ Communal garden

### Number and location of any storage cupboards or built in wardrobes:

Head straight to Page 5 to tell us about utilities...

## Let's talk utilities!

Tell us a bit about the services at your property, like water, heating, electricity, and anything else that keeps things running smoothly. Just tick the boxes that apply and fill in the details where needed.

### Electricity:

- ☐ Mains supply
- ☐ Solar PV (photovoltaic panels)
- ☐ Other

Please specify:

### Electric vehicle (EV) charging:

If you have an EV charging point:

- ☐ Communal
- ☐ Connected to your home supply

### Mains water:

- ☐ Mains supply
- ☐ Water meter

### Waste water/sewerage:

- ☐ Mains supply
- ☐ Septic tank
- ☐ Meter

### Heating:

- ☐ Electric central heating
- ☐ Electric storage heating
- ☐ Gas combi boiler with thermostat controls
- ☐ Communal boiler
- ☐ Wood burner/open fire
- ☐ Air source heat pump
- ☐ Ground source heat pump
- ☐ PV panels (include info if leased)

### Broadband:

- ☐ ADSL (copper wire)
- ☐ Cable
- ☐ FTTC (Fibre to cabinet)
- ☐ FTTP (Fibre to the premises)

Do you have an exclusive broadband provider you're required to use at your property?

Yes ☐ No ☐

If yes, please give details:

### Water heating:

- ☐ Gas combi boiler
- ☐ Other

Please specify:

### Council tax band (e.g. A-E):

## Helpful info for buyers

### Accessibility:

Does your property have any accessibility adaptations or features?

Yes ☐ No ☐

If yes, take a look at the list below and tick any that apply:

- ☐ Level access (step free access to the property)
- ☐ Lift access
- ☐ Ramped access
- ☐ Wet room/level access shower
- ☐ Wide doorways

If there's anything we've not covered, please tell us about it here:

### Building safety:

Are there any known building safety issues at your property? (for example issues with cladding)

Yes ☐ No ☐

If yes, please give details:

**Is there anything else a buyer needs to know about your property? Do you have any information relevant to the following?**

- Rights and easements
- Flood risk (past 5 years)
- Coastal erosion
- Coalfield and mining activity
- Legal or planning restrictions

If the answer is yes to either of the above questions, please give details:

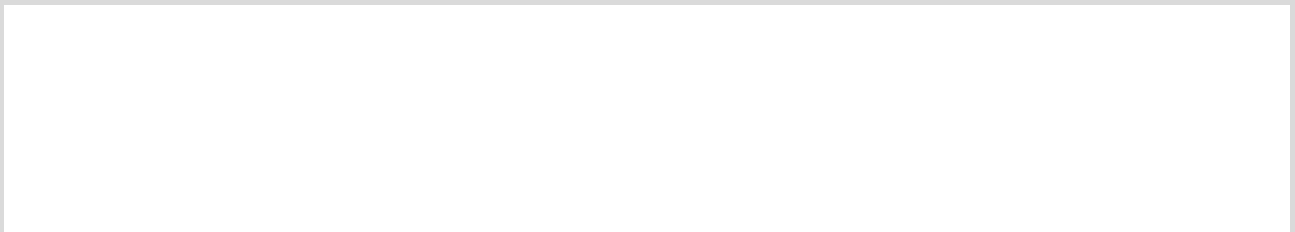
## Tell us all about your property!

We'd love to hear what you've enjoyed most about living there. What are the standout features that make it special? Don't forget to mention the location too, are there great transport links, good schools nearby, lovely parks, or handy shops? We'll include these selling points in your online property listing, it'll help attract potential buyers.



### And finally...

What's taking you on to your next chapter? Are you downsizing, relocating for work or perhaps moving to be closer to family?



VIVID use only:



## Your chosen solicitor

Tell us your solicitor's details now so everything's ready to go once you've got an approved buyer. It'll help speed things up!

Name of solicitor firm:

Name of person acting for you:

Phone number:

Email address:

- ☐ I/We wish to sell our share in the property and confirm the information and photos are accurate and honest.
- ☐ I/We acknowledge that if VIVID finds a buyer, my solicitor is responsible for confirming the detail on the memorandum of sale and key information document with the buyer's solicitor. VIVID accepts no responsibility.
- ☐ If there is a specific item(s) to be discussed, I/we'll ensure this is confirmed by my solicitor to the buyers solicitor. I/We acknowledge responsibility for notifying the buyer of any changes to the property before the purchase completes.
- ☐ I/We have read and agreed to VIVID's privacy notice as found on the following link:  
<https://www.vividhomes.co.uk/privacy-notice>

Seller 1 signature:

Date:

Seller 2 signature:

Date:

## Here's what to do next

Once you've completed and signed this form, just email it over to us at [sales@vividhomes.co.uk](mailto:sales@vividhomes.co.uk). Here's a reminder of what you'll need to send with it:

1. Copy of your lease
2. Copy of the Energy Performance Certificate
3. RICS valuation report
4. Photos
5. Floorplan
6. Proof of address and photo ID

Once we've got all your documents, we'll call you to chat through the process and aim to advertise your property on the **Share to Buy website** within 5 working days.

Need a quick reminder of what your selling journey will look like?

Click [here](#) to take a look!