

• WHAT TO EXPECT

# Vendor Questionnaire

## Question 1

Are there any unregistered encumbrances on the property that you are aware of that we should notify the buyer about?

☐ Yes ☐ No

If yes, please provide details

**HINT:** *Is there an informal right of way agreement with the neighbouring property for shared driveway access, not registered on title?*

## Question 2

Is the property subject to a Residential Tenancy Agreement (RTA Agreement) or been rented in the past 12 months?

☐ Yes ☐ No

If Yes, please provide a copy of the RTA Agreement

## Question 3

Are there any unregistered leases that affect the property?

☐ Yes ☐ No

If Yes, please provide a copy of the Lease

## Question 4

Are there any other unregistered agreements (not leases) that affect the property?

☐ Yes ☐ No

If Yes, is it a Verbal Agreement or In Writing? Please provide details or a copy if in writing.

**HINT:** *Tenant has verbal permission to keep one small dog on the premises.*

Details:

## Question 5

Is there a current neighbourhood fence dispute?

☐ Yes ☐ No

If Yes, please provide a copy of the order application.

## Question 6

Is there a pool or a spa on the property?

☐ Yes ☐ No

## Question 7

If your property is part of a Body Corporate, is there a shared pool or spa located on the common property?

☐ Yes ☐ No



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### Question 8

Have you ever received a notice from Council either cancelling or advising of their intention to cancel your pool safety certificate?

☒ Yes ☐ No

If Yes, please provide a copy of the notice.

### Question 9

Have you been given a show cause notice or an enforcement notice from your local Council about a building, structure or building works on your property?

☒ Yes ☐ No

If Yes, please provide a copy of the notice.

### Question 10

Have you been given a show cause notice or an enforcement notice from your Council or a State Development Agency for any reason?

☒ Yes ☐ No

If Yes, please provide a copy of the notice.

*For Example: Unlawful building works, contamination or dumping.*

### Question 11

Have you been given a Notice or Order requiring work to be done or money to be spent in relation to the property?

☒ Yes ☐ No

If Yes, please provide a copy of the Notice or Order.



### Question 12

Is there anything else about your property that you believe your Agent or a Buyer should be made aware of?

### Form 2 Finalisation

To help finalise the Form 2, please provide a copy of the following:

1. Your Rates Notice
2. Your Water Notice
3. If applicable, your Body Corporate Levies Notice