



Vipul Goel <vipulgoel.123@gmail.com>

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**Re: 48 Jade Gardens Colchester CO4 5FG**

1 message

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**Joanna Crosby** <JCrosby@haywardmoon.co.uk>

Fri, Feb 12, 2021 at 6:06 PM

To: "vipulgoel.123@gmail.com" <vipulgoel.123@gmail.com>, "aggarwal.ankita@gmail.com" <aggarwal.ankita@gmail.com>

Cc: Teylor Newman <TNewman@haywardmoon.co.uk>

Dear Vipul and Ankita

I enclose the following-

**1. Report.**

Please read this carefully as it contains important information.

**2. Contract (agreement).**

Assuming you are happy with the terms of the report you should please sign this at the bottom of the front page. We are waiting for the seller's lawyers to provide a rider setting out the terms of the retention to be held and will send this over to you once received for your information as this will form part of the contract.

**3. Transfer Form TR1.**

This is the form which formally transfers ownership of the property to you and ultimately will be sent to the Land Registry. You should sign this where your initials are pencilled in the presence of an adult witness who is not related to you. The witness should watch you sign and then add his or her signature, full name and address (including postcode) in the space provided.

**4. Land Transaction Return.**

This is the form which is submitted to HMRC once completion has taken place to notify them of the transaction and to pay the Stamp Duty Land Tax. I have completed the form based upon your instructions and have not advised you on the amount of tax. I have assumed that there is no connection between the seller and yourself and that there are no other transactions which you are entering into which are linked to this. You should sign the form in box 73 on page 7.

By signing the form, you will be confirming to me that the information in the form is true and authorising me to submit this to HMRC electronically on your behalf once completion has taken place. The final form which is submitted will be the same as this form except that it will include the completion date. I would remind you again that Hayward Moon is not responsible for advising you on the rate of Stamp Duty Land Tax or any relief that may be available. You should consult an accountant or other tax specialist if you require advice on this.

**5. Completion Statement**

Draft completion statement showing the amount that will be due from you. This assumes there are no unexpected items between now and completion.

## 6. Form of Written Application for Membership and New Owner Details

These are the forms that we need to submit the management company once completion has taken place for you to both become members.

Please then return to me the Contract, Transfer, Land Transaction Return, Form of Written Application for Membership and New Owner Details and I will hold these on my file until the transaction can proceed. Signing these documents does not commit you to anything. It simply means that I will be in a position to proceed to exchange of contracts once everybody is ready to do so.

Remember that any money you send to us should be sent to our client account details of which are set out in our engagement letter.

Regards,

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My details



**Joanna Crosby**

**Director**

**T:** 01473 295803

**E:** [jcrosby@haywardmoon.co.uk](mailto:jcrosby@haywardmoon.co.uk)

Connexions

[159 Princes Street](#)

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[IP1 1QJ](#)



[www.haywardmoon.co.uk](http://www.haywardmoon.co.uk)

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## 6 attachments

-  **Report On Purchase.pdf**  
111K
-  **G017900001 Amended contract.pdf.pdf**  
77K
-  **G017900001 Final TR1.pdf.pdf**  
391K
-  **G017900001 New Owner Details.pdf.pdf**  
401K
-  **G017900001 SDLT1.pdf.pdf**  
1401K
-  **G017900001 DRAFT CompStat-Purchase..xls.xls**  
38K