



13-21 High Street Guildford Surrey GU1 3DG Tel: 01483 456 231 www.amgltd.co.uk

Date: [Todays Date]

## MEMORANDUM OF SALE

<b>To:</b>	[Client Name]	<b>Cc:</b>	[Conveyancing Sols Name]
<b>AMG Ref:</b>	[AMG Ref]	<b>Client Ref:</b>	[Client Ref]
<b>Customer:</b>	[Borrower] [/Borrower 2]	<b>From:</b>	[AMG Contact]

### PROPERTY ADDRESS

[Addr 1]  
[Addr 2]  
[Addr 3]  
[Town]  
[County]  
[Postcode]

### ESTATE AGENTS

[Offer Estate Agents Name]  
[Offer Estate Agents A1]  
[Offer Estate Agents A2]  
[Offer Estate Agents A3]  
[Offer Estate Agents A4]  
[Offer Estate Agents A5]  
[Offer Estate Agents A6]

Contact: [Offer Estate Agents Contact]  
Tel: [Offer Estate Agents Tel]

### PURCHASER

[Purchaser Name]  
[Purchaser Address]  
Status: [Applicant Status]  
[Lending Source]  
[% / Total]

### PURCHASERS SOLICITOR

[Purchaser Sols Name]  
[Purchaser Sols Address]  
  
Contact: [Purchaser Sols Contact]  
Tel: [Purchaser Sols Tel]  
Email: [Purchaser Sols Email]

**SALE PRICE:** £[Current Sale Amount]

**[Days] DAY EXCHANGE**

### Comments:

[MOSNOTES]

**We would advise that the policy of [Client Name] is to keep the property available until exchange of contracts and that any further offers must be forwarded to the society for consideration. Should this happen parties to this transaction will be advised and given the opportunity to respond.**

## **SPECIAL CONDITIONS**

- 1.** We request the contracts be exchanged within [Days] days from issue of draft contracts with completion 14 days thereafter.

A reduction in price will not be granted at any stage. If exchange does not occur within the agreed

- 2.** timescale then we reserve the right to withdraw the contract. Please inform your legal representative and lender of the above agreement.

In this instance we are acting for the mortgagee in possession of the property and you should be

aware that at any time up to exchange of contracts we are obliged to consider further offers at higher

- 3.** prices, if received. We are also obligated to consider redemption by the ex customer, in which instance you would be informed of any delay or withdrawal. It is therefore in your best interests to ensure that matters progress quickly.