

## VENDOR – SECTION 32 CHECK LIST / INSTRUCTION

Full Name/s all owners (If company please provide company name & full names of director/s, shareholders & secretary)	
Property Address	
Your Current Address	
Selling Agent's Details	
Telephone No's	Home Work Mobile Email
Title Details (volume & folio reference – if known)	
Mortgage Details Account No, Lender details	
Rates amounts ( <u>Please provide copies, where available</u> )	
Council	\$
Water	\$
Body Corporate (if any)	\$
<div style="border: 2px dashed red; padding: 5px;"> <b>Services</b> (<u>please circle or indicate whether connected/available</u>)            Electricity <del>available / connected</del>            Gas <del>available / connected</del>            Water <del>available / connected</del>            Sewerage available / connected            Telephone <del>available / connected</del> </div>	Name of Supplier    <div style="color: red;">Sewerage??? available?</div>
<b>Building Works</b> What is the approximate age of the dwelling at the property? If the dwelling is less than 7 years old, please provide a copy of the following, where available: - Building Permit - Occupancy Permit - Builder's Warranty Insurance	N/A
<div style="border: 2px dashed red; padding: 5px;">           Have there been any other building works/ improvements undertaken at the property within the past 7 years?            If yes, please provide detailed         </div>	Yes / No <span style="color: red;">Yes or no?</span>

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information, including nature of work, builder's details, cost of works and whether a permit was obtained. Where available, provide copies of permits and builders warranty insurance certificates.

If you are an owner builder, you will be required to provide an Owner Builder Inspection Report.

**Please be thorough and list all works as a failure to do so could affect the legality of any Contract.**

Have you received any notices affecting the property (including but not limited to proposed or approved developments in the area, fencing, road proposals etc)

Is our planning permit considered?

Are you aware of any easement at the property being constructed over or of a failure to comply with any covenant/s affecting the property? If yes, provide details

Is our recent pipe connection works considered

Is the property tenanted? If yes, please provide either a copy of the tenancy agreement or the managing agent's details

**Vacant Land Only**

Are there any Design Guidelines that affect the property or restrictions on selling the land? If you are unsure, please provide a copy of the Contract and Section 32 from when you purchased the lot.

Dated the

day of

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