

# Landnbuy fieldwork questionnaire (Commercial/office spaces)

Confirm ownership of property and national ID for verification before proceeding. Below is data that should be collected during site visits. All information should be collected/ given unless lack of data

\* Required

1. DATE \*

*Example: December 15, 2012*

2. Name of property \*

3. property for \*

*Mark only one oval.*

☐ Rent

☐ Sale

4. Type of Title Deed(when applicable)

*Mark only one oval.*

☐ Leasehold

☐ Freehold

☐ Other: \_\_\_\_\_

5. Location (county and town) \*

6. Google location \*

*Check all that apply.*

☐ pin location collected

7. Size of the property/size of the office \*

8. Price/ Rent \*

9. How many months deposit is required

10. How many months rent is required



**11. Mode of payment accepted**

*Check all that apply.*

- ☐ cash
- ☐ cheque
- ☐ mpesa
- ☐ bank account
- ☐ Other: \_\_\_\_\_

**12. Commission \***

\_\_\_\_\_

**13. Floor number (where applicable)**

\_\_\_\_\_

**14. Are the below available for the property**

*Check all that apply.*

- ☐ parking.
- ☐ water
- ☐ electricity.
- ☐ garbage collection
- ☐ internet
- ☐ generator
- ☐ lift
- ☐ gym
- ☐ rooftop access
- ☐ Other: \_\_\_\_\_

**15. If parking is available, how many slots?**

\_\_\_\_\_

**16. source of water in the area**

*Check all that apply.*

- ☐ Tap water
- ☐ borehole
- ☐ Dam/River
- ☐ well
- ☐ Other: \_\_\_\_\_

**17. In the case of rent when is the rent date**

*Example: December 15, 2012*

**18. Accessibility of the property/office (when and time)**

\_\_\_\_\_

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EASTERN BYPASS, KENYA  
Tel: (+254) 700080050 / 777080050  
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19. Can one partition/paint the space

20. list shared facilities

21. The security available in the area eg distance to the nearby police station, gated area, etc \*

22. property bills (joint/separated)

23. list close-by amenities

*Check all that apply.*

- ☐ schools
- ☐ medical facilities
- ☐ shopping center
- ☐ market
- ☐ restaurants/hotels
- ☐ attractions
- ☐ petrol stations
- ☐ Other: \_\_\_\_\_

24. List down the above amenities

25. Distance from the main road(s)

26. Any additional costs that the client should be aware of (eg service fees/ electricity bill/garbage fees etc)

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**27. Images where applicable**

*Check all that apply.*

- ☐ Gate/Security gate/ Entrance
- ☐ Water/ any storage tanks
- ☐ Electricity
- ☐ Fixtures (lighting, curtain type, doors, shower, heater, fan etc)
- ☐ Heater
- ☐ Clear view of all the rooms
- ☐ kitchen
- ☐ toilets
- ☐ compound (front and back yard )
- ☐ generator if available
- ☐ entrances to the building
- ☐ floor type
- ☐ image of the whole complex
- ☐ surroundings
- ☐ Balcony
- ☐ Other: \_\_\_\_\_

**28. Any restrictions on the property eg type of client, use of property, etc**

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**29. Owner name \***

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**30. Owners number \***

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**31. Form filled by? \***

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