

PURCHASE INSTRUCTION FORM

I/We hereby instruct Adam Ledger Property Lawyers Ltd to deal with the PURCHASE of the property.
Please complete and return this form to us as soon as possible to avoid delays:-

1. Information about the property to be purchased	Address: Purchase Price: £..... Postcode.....																		
2. About you:	<table border="0" style="width:100%"> <tr> <td style="width:50%"><u>Applicant 1</u></td> <td style="width:50%"><u>Applicant 2</u></td> </tr> <tr> <td>Full Name.....</td> <td>.....</td> </tr> <tr> <td>Mobile No.....</td> <td>.....</td> </tr> <tr> <td>Landline No.....</td> <td>.....</td> </tr> <tr> <td>Email Address.....</td> <td>.....</td> </tr> <tr> <td>Address.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> </tr> <tr> <td>NI no:</td> <td>.....</td> </tr> <tr> <td>Date of Birth:</td> <td>.....</td> </tr> </table> <p>If you are not present in the UK for at least 183 days during the 12 months before the purchase of the property you will be classed as a non UK resident. Are you a UK Resident?</p> <p>Applicant 1 Yes <input type="checkbox"/> No <input type="checkbox"/> Applicant 2 Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Place "X" in one box only Place "X" in one box only</p>	<u>Applicant 1</u>	<u>Applicant 2</u>	Full Name.....	Mobile No.....	Landline No.....	Email Address.....	Address.....	NI no:	Date of Birth:
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Full Name.....																		
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Email Address.....																		
Address.....																		
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NI no:																		
Date of Birth:																		
3. Photographic I.D. and Proof of Address Important: We will be unable to open a file & account until we have received: 1.Your ID & proof of address. 2.Proof of Address must be less than 3 months old	<p>When you have completed and return this form it is essential that you supply a copy of the following for each applicant. Place "X" in each box to confirm copy attached.</p> <table border="0" style="width:100%"> <tr> <td style="width:50%"><u>Applicant 1</u></td> <td style="width:50%"><u>Applicant 2</u></td> </tr> <tr> <td><input type="checkbox"/> Passport</td> <td><input type="checkbox"/> Passport</td> </tr> <tr> <td><input type="checkbox"/> Driving Licence</td> <td><input type="checkbox"/> Driving Licence</td> </tr> <tr> <td><input type="checkbox"/> Proof of Address 1</td> <td><input type="checkbox"/> Proof of Address 1</td> </tr> <tr> <td><input type="checkbox"/> Proof of Address 2</td> <td><input type="checkbox"/> Proof of Address 2</td> </tr> </table>	<u>Applicant 1</u>	<u>Applicant 2</u>	<input type="checkbox"/> Passport	<input type="checkbox"/> Passport	<input type="checkbox"/> Driving Licence	<input type="checkbox"/> Driving Licence	<input type="checkbox"/> Proof of Address 1	<input type="checkbox"/> Proof of Address 1	<input type="checkbox"/> Proof of Address 2	<input type="checkbox"/> Proof of Address 2								
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<input type="checkbox"/> Proof of Address 2	<input type="checkbox"/> Proof of Address 2																		
4. Are you going to live in this property?	<input type="checkbox"/> Yes <input type="checkbox"/> No – our address for correspondence and service of documents is:																		
5. Estate Agent? Please supply the following	Name of Estate Agent:; Tel:.....Email Address:																		
6. If no Estate Agent please supply the following	i. name of seller: ii. contact info for seller: iii. name and address of their solicitor:																		
7. Who is dealing with your mortgage application?	Broker/adviser: Tel:.....Email Address: Name of Lender:																		
8. Are you also selling a property?	<input type="checkbox"/> No <input type="checkbox"/> Yes (state property address)																		

9. When two or more people jointly own property there are different ways the property may be held. If more than one purchaser please state if you wish to hold the property as joint tenants* or tenants in common**. All co-owners should consider the possibility of relationship breakdown when making their choice. Further advice is available on written request but will incur supplemental charges.

*Joint Tenants – means that on death the remaining owner(s) will own the property outright. The property cannot be left to a third party under a will – this may cause unexpected disinheritance. Important: It is possible for a single co-owner to independently sever the joint tenancy thereby making the co-owners tenants in common.

**Tenants in Common – means the owners hold the property in equal or unequal shares. On the death of a co-owner his share will pass by virtue of the Intestacy Rules, or, under the provisions of any will he or she has made.

We require to hold the property as (tick one box only). If no preference is made we shall assume “joint tenants”

- JOINT TENANTS.
- TENANTS IN COMMON IN EQUAL SHARES.
- TENANTS IN COMMON IN THE FOLLOWING SHARES
(please state name of each person and state the amount of their share e.g. Mr.A. 25% and Miss B 75%)

10. Will you liable to pay Surcharge Stamp Duty? Please visit www.gov.uk/stamp-duty-land-tax/residential-property-rates If you buy a second home, you will be liable for a 3% stamp duty surcharge. However, you can reclaim stamp duty on second homes if you sell your original property within 3 years. Place “X” in one box only YES NO

11. I/We understood the terms on which you may also act for the Seller of the Property and consent to you acting for the Seller of the Property

12. We offer clients the opportunity to pay an additional non-refundable fee of £100 per property when they confirm instructions to safeguard against the possibility of conveyancing charges (excluding disbursements) for abortive matters. If you wish to take advantage of this scheme please tick this box

13. I/We accept your Terms of Engagement <https://adamledger.co.uk/terms-of-engagement> & Conveyancing Estimate and have read the WARNING/PHISHING information below

if you wish to add further information please do so here:

Signature(s)

Print name(s):

Date

OFFICE USE ONLY
Received Photo ID & Proof of Address???
(Immediately request if not supplied)

Applicant 1

Passport

Driving Licence

Proof of Address 1

Proof of Address 2

Applicant 2

Passport

Driving Licence

Proof of Address 1

Proof of Address 2

IMPORTANT NOTICE/WARNING

‘Phishing’ is a modern-day fraud technique where criminals disguise themselves in e-mails as a trustworthy person, such as a solicitor, in an attempt to acquire sensitive information, such as bank details, or to divert money to their own account rather than to the solicitor’s account. Clients buying and selling properties and other solicitor’s clients have been targeted by criminals. Therefore, we are pro-actively taking steps to protect our clients from possible attacks and at the same time keeping our clients informed of these procedures. Before transferring funds to us, please call our firm to confirm our bank details.

Our bank details are shown below. We have no current intention to change our bank, but, if in the future we do decide to change our bank, we will notify you by post. We will never notify you of a change in bank details by e-mail.

VIRGIN MONEY, Rochdale Account Number: 24883033 Sort Code: 05 07 22

Any email coming from a member of our team, at Adam Ledger Property Lawyers Limited will end with @adamledger.co.uk. If you receive a request from an email address which ends differently to this (even if it is only one letter different e.g. @adamlegder.co.uk or @adamledgers.co.uk) or you have suspicions as to the authenticity of the email, then please contact us by telephone and we will confirm our client account bank details over the phone. Nevertheless, we will never inform you of changes to our bank details by e-mail.