



Property Pack Available

The pack fills the requirements to ensure the material facts which are known, or should be known, are revealed and prepares the property for sale to avoid delay and loss.

Consumer regulations require the disclosure of what the person marketing the property knows, or should know, about the property.

What they should know is included in the following, together with details on how to get the information. This is the information which would be relevant to any person thinking of buying the property. However, their decision to transact will be based on their own financing and personal requirements in terms of the intended use and enjoyment of the property which may not be covered here but their property lawyer will review as part of the legal process.

Phase 1 material information to be available at listing from:-

- 1. Completed Buying and Selling Property Information (BASPI); or:-** []
 - a. Material Facts Disclosure identifying facts affecting the average buyer's transactional decision; and
 - b. Property Information Form from the seller (Law Society TA6, and TA7 for leasehold property, or equivalent)

You can complete the BASPI for free [here](#).

Why? The BASPI provides information about the seller's knowledge of the property and their use and activities whilst they owned it. It will provide information to the buyer about the standard of the property eg double glazed windows installed before 2010 may have low ventilation as double glazing only required trickle vents after 2010.

- 2. Evidence of Title**
 - a. Registered land: Title Information Document including plans and documents referred to, but not set out, in the title, for example, Lease or documents containing rights, restrictions or covenants.
 - b. Unregistered land: epitome of Title, index map search, and the relevant documents referred to in the epitome documents, for example, Lease or documents containing rights, restrictions or covenants.

While you can download a copy of the property title from HM Land Registry [here](#), there may be other documents referred to in the title which you will need to instruct your property lawyer to get. Your property lawyer can also review all of these documents to find any issues, which might cause a delay or fall through in the legal process and which you can solve.

Why? The legal title identifies the tenure of the property, whether it is freehold or leasehold or shared ownership and whether there are rights, restrictions or covenants. For a buyer

they would be able to see if there were issues that would impact their intended use of the property, for example, a restriction on extending or letting the property, running a business and also whether there were any financial implications such as a leasehold ground rent that increases regularly. The property title information will need to be checked to identify which lenders would accept the property to lend on, and that it has a good and marketable title they are willing to lend on.

3. Property lawyer instructed □

By instructing a property lawyer to collate the property pack, you and your buyer know that the contract can be issued as soon as an offer is accepted and the buyer has chosen a property which is right for them. It also means you can ask your property lawyer to check the title for issues that might impact or delay a sale and which you can solve upfront.

Why? Time is saved, and loss avoided, where the seller has instructed a property lawyer to collate the property pack, so the buyer knows the contract can be issued as soon as an offer is accepted.

4. Seller has been identified and their relationship to the property verified □

Your property lawyer or estate agent can order a digital identity certificate for you.

Why? Digitally identifying the seller reduces the risk of seller impersonation fraud where a tenant, or someone who has broken into a vacant property, attempts to sell the property pretending to be the owner.

Phase 1 to be ordered at listing and material information updated upon receipt from:-

5. Energy Performance Certificate less than 10 years old □

Not sure? Click [here](#) to see if you have one which is in date, eg less than 10 years old.

Why? The details in the EPC are particularly relevant if the buyer is looking for a buy to let property, as a let property currently requires a minimum energy performance rating of E which will change to a rating of C in 2025. Low energy efficient properties will also have increased financial impact.

6. Local Authority Search □

The Local Authority Search is made up of two standard sets of questions which will reveal information the local authority have recorded against your property. Your property lawyer or estate agent can order them for you as soon as you decide to put your property on the market. They can check whether the results of the search could cause an issue that can be resolved before a buyer is found, to save the risk of a sale falling through or being delayed.

Why? The Local Authority Search reveals whether the road or accessway to the property is maintainable by the Highways Authority at public expense or whether it is a private accessway which requires the owner of the property to contribute to the maintenance of it.

The local search also shows whether the property is affected by any additional restrictions such as listed building, tree preservation orders or conservation areas which could impact the buyer's plans, or if the local authority are taking action for breach of various legal requirements, for example, planning permission or listed building.

7. Drainage and Water Search □

The Drainage and Water Search is a standard set of questions which will reveal information which the water authority have recorded against your property.

Why? The Drainage and Water Search will show whether the property is connected to the mains drains and water supply and whether there are any pipes under the building or through the garden which could impact the buyer's plans to extend or alter the property. If the property does not drain to a public sewer there will be a financial impact on the buyer in maintaining and emptying a septic tank, cesspit or sewerage treatment works.

8. Environmental Information

□

This is essential information on whether the property, and its value, could be impacted by a range of natural and man-made hazards close to its boundary or in the vicinity

Why? This information should confirm to a potential buyer whether the property is affected by:-

- Contaminated land.
- Flooding.
- Radon gas or other health effects.
- Mining (of all types)
- Man-made and natural ground stability

For example, the flood risk on the property can impact the availability of affordable insurance and the ability to mortgage the property.

9. Locality dependent searches

□

The location of the property might mean that it is affected by infrastructure schemes, the local geology or energy installations, such as wind turbines or solar farms.

Why? The information should confirm to a buyer whether the property is impacted by anything which could affect their intended use and enjoyment. For example, the local geology might prevent them from extending above a certain height.

Other information, which includes material information, and you can get to speed up the process:-

10. Applicable shared amenity information (eg LPE1/FME1)

□

If you have shared amenities at your property such as a shared driveway, building, garden etc, the maintenance of which are managed by a third party, then you will need to get a form completed by the lease administrator or freehold manager for the buyer to be able to find out what the financial impact of maintaining the shared amenities will be on them. For leaseholds, the form is the Leasehold Property Enquiry Form (LPE1) and for managed freeholds it is the Freehold Management Enquiries (FME1), both of them are available for free [here](#).

Why? The LPE1 or FME1 identifies additional costs involved in the purchase and ownership of the property eg service charges and major planned works as well as any local rules which might not be acceptable to a buyer eg restrictions on keeping pets or parking vans or caravans at the property.