

Keelins
Client Information Sheet
Purchase of a Property

Please complete this information sheet to enable us to provide you with the best possible service.

Client Details

1. Client Name(s):
2. Client contact details: BH / AH Mobile
- Email
- Preferred phone number Business After hours Mobile
3. Client contact address:
-
4. Contact Person (if not client):
5. Preferred Name(s):

Purchased Property Details

1. Property Address:
-
2. Purchaser(s) named in the Contract:
-
3. Are you intending to nominate additional or substitute purchasers: Y / N
- If so, what is/are the name(s) of the additional or substitute purchasers?
-
-
4. What is the relationship of the additional or substitute purchaser(s) to you?
-
5. Are the additional or substitute purchasers buying on their own behalf or on behalf of a trust?
-
6. If the additional or substitute purchasers are buying on behalf of a trust, what is the name of the trust?
-

7. How will you be holding your interests?

Tenants in Common

Joint Proprietors

Percentage of holding: % to

% to

If you decide to hold you 50% share in the property as *joint proprietors*, and either of you dies, the surviving person automatically receives the other person's 50% share of the property. On the other hand, if you decide to hold your interests in the property as *tenants in common* and either of you dies, the interest of the person who has died will be dealt with by their Will and **not** automatically pass to the surviving proprietor.

The following questions are required for the Notices of Acquisition which are sent to all relevant authorities to enable them to process the change of ownership.

8. What is/are the Date of Birth(s) of all the purchasers?/...../.....

9. Will this property be your principal place of residence? Y / N

If not, what is your address for future correspondence?

.....

10. How many bedrooms does your property have?

Please circle one of the following:

- 11. Is the residence: House (new) – detached
- House (previously occupied) detached
- Terrace House
- Dual Occupancy House
- Flat / Unit / Apartment (multi level building)

Townhouse

Unit - detached

12. Is the building: Brick

Brick Veneer

Fibro Cement

Timber

Other

Finance Details

1. Are you applying for the First Home Owners Grant? Y / N

If so, is your lender making the application on your behalf? Y / N

2. Who is your financier?

3. Who is your contact person with your financier?

Please provide us with the contact details of your financier.

Address:

.....

Phone: Fax:

Email:

4. Is your lender providing 100% of all monies required (including stamp duty and other fees and charges)? Y / N

If not, will you be providing us with the balance of the purchase monies or will you be making it available to your lender to draw cheques on your behalf?

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Engaging Keelins

I/We acknowledge that I/We have been provided a copy of the Keelins Buying Property brochure and would like to engage Keelins to provide me/us with the

Platinum

Gold

Silver

conveyancing package in accordance with the terms and conditions contained in that brochure.

.....
Signature

.....
Name

How did you hear about us:

.....

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