

# Instruction form for Stratify Home Information Pack

**Fax : 0845 299 2006    Tel: 0845 116 2244    Email: [info@stratify.co.uk](mailto:info@stratify.co.uk)**

**HIP Contents**- HIP Index, sale statement, office copy entries, local authority enquiries - personal search, drainage and water search, Energy Performance Certificate, and if appropriate commonhold information, leasehold information (lease, service information, insurance documentation) and/or New Homes Warranty.

## About the Property

**Address of Property for which HIP is required:**  
 House number/Name:  
 Street:  
 Address line 2:  
 Town:  
 County:  
 Postcode:  
 Estimated selling price £:  
 Reason for Sale:  
 Type of Property:  
 No. Bedrooms:  
 Vacant possession?     Yes     No  
 Tenure (tick one):     Leasehold  
                                    Commonhold  
                                    Freehold  
                                    Unknown  
 Registered property?     Yes     No

**Name of Seller:**  
 Title:  
 Forename:  
 Surname:  
 In what capacity is the seller operating?  
 Number /Name:  
 Street:  
 Address line 2:  
 Town:  
 County:  
 Postcode:  
 Home Tel:  
 Work Tel:  
 Mobile Tel:  
 E-mail:  
 Preferred contact number:     Home     Work     Mobile  
 Preferred contact time:     Day     Evening  
 Preferred contact method:     Telephone     Email  
 Contact name:

**I confirm that I have completed this form to the best of my knowledge and hereby instruct Stratify Associates to compile a Home Information Pack, in accordance with the prevailing legislation and Terms of Business.**  
 Signed: \_\_\_\_\_  
 Print: \_\_\_\_\_    Date: \_\_\_\_\_

## About Your Solicitor & Estate Agent ( if known)

**Solicitor's name:**  
 Number /Name:  
 Street:  
 Address line 2:  
 Town:  
 County:  
 Postcode:  
 Telephone:  
 Email:  
 Contact name:

**Estate Agent's name:**  
 Number /Name:  
 Street:  
 Address line 2:  
 Town:  
 County:  
 Postcode:  
 Ref:  
 Telephone:  
 Email:  
 Contact name:

## Credit/Debit Card Details

Name on Card	
Card Number	
Card Type	
Start Date	
Expiry Date	
Issue No (If applicable)	
Security No (3 digits on back)	

We believe in protecting your privacy at all times. Your information is held in accordance with the Data Protection Act. We do not sell your information nor release it to any third parties.

<b>HIP Fees</b>	Freehold Property	or	Leasehold property
Net price	£225.00		£245.00
VAT @ 17.5%	£39.38		£42.88
<b>TOTAL</b>	<b><u>£264.38</u></b>		<b><u>£288.88</u></b>

\* The Seller may incur additional charges from the Managing Agent/Landlord where the property is leasehold