

 **Call Us: 03 9749 8515** (tel:0397498515)

Pre-Purchase Property Checklist

- ☐ Get pre approval for bank loans – work out your budget.
 - ☐ Understand the difference between Private sale and Auction.
 - ☐ Gain knowledge about your contract cooling-off rights.
 - ☐ Prior to making any offers/signing contracts ensure:
 - a) Conduct physical property boundary measurements and nearest connecting point (refer to Vendors statement (Section 32) for boundary measurements.
 - b) Check that all extensions, outbuildings, pool, spa and internal major renovations have building permits and final inspection certificates are in place. Weather domestic building works have been built by a registered builder or owner builder and any domestic building warranty/insurance applies.
 - c) Check that all appliances, alarms are in working order.
 - d) Check all outgoings – Council rates, Water rates, Owners corporation fees.
 - e) Check for structures built over easements.
 - f) Check for any restrictive covenants.
 - g) Check for leases Eg: tenant lease and the terms and conditions of the lease.
 - h) Arrange for a building and pest report.
 - ☐ Request agent to include below information in the contract prior to signing it:
 - a) Your full legal name and address.
 - b) Subject to finance.
 - c) Subject to building and pest report.
 - d) Any other conditions that you require to ensure that the vendor and vendor agents attends to your requirements before settlement – all must be in writing under special conditions.
 - e) Negotiate purchase price, amount of deposit to be paid (cheque/transfer/deposit bond and date to be paid) and settlement date.
- Note:** Settlement will either be – Vendor will provide vacant possession or subject to lease at settlement.

- ☐ Provide the agent with your licenced Conveyancer details: A4 Conveyancing Pty Ltd, Suite 3, 10 Watton St, Werribee, Vic.3030. Ph:(03) 9749 8515. Email: admin@a4conveyancing.com.au
- ☐ Provide A4 Conveyancing Pty Ltd with a copy of the contract and Section 32 for checking prior to signing any contract/offer.