

MARKETII	NG AGREEME	NT		
	ELLERS OR BEN			
1: NameM	r Marti	n Allw	ood	
Tel		Mobile .C	75957	13754
Email Ma	thrall	woods	@ btop	enwar
2: Name . M	15 Amas	da All	wood	Caron
Tel		Mobile 🕰	7595	7380
Email am	anda - u	Muoro	Oyan	00 · CO
ADDRESS OF	PROPERTY TO S	SELL STREATL	.£1,	
BEDS	Lus SPL .			
CORRESPON	DENCE ADDRES	S		
INITIAL MARK	ETING / ASKING	PRICE (not a v	aluation)	
£ 950,	000.			

#### **AGENCY TERMS**

Flitwick

You will be liable to pay our fee, in addition to any other costs or charges agreed, if at any time contracts for the sale of the property are exchanged with a purchaser introduced to you by us during our agency period, or with whom we have had negotiations about your property. Or, if Sole Agency is selected, with a purchaser introduced by any other Agent or person.

SOLE AGENCY We are committed to building lasting and valuable relationships that are founded on good advice and honest service. We are confident in the quality of our work. To that end we do not feel the need to be defensive and tie our clients into an extended exclusive period - so, we will act as your Sole Agent until the property is sold unless you give us 21 days written notice. No other Agent may be appointed.

MULTI & DUAL AGENCY We will act as your Agent and will continue thereafter unless you give us 21 days written notice. If Dual Agency is selected only one other declared Agent my be appointed

	AGENCY RATE +VAT  Our fees are shown as a percentage, the examples are calculated usin the initial Marketing Price. If the property is sold for a higher or lower figure the fee will vary accordingly.
	Agency type agreed, Sole Agency
	Sole Agency
	Declared Dual Agent
Assessment of the last of the	Multi Agency i · 5 - % +VAT of final selling price Example: Fee £ i+, 250 +VAT of £ 2 \$50 Total £ i 7, 160 -
_	Notes

#### INTERESTED PARTIES

Have any individuals or parties shown interest in purchasing the property prior to this agreement, privately or through another agent? Please detailed terms overleaf. Are there any interested parties?

**YIEWING ARRANGEMENTS** Providing a key will greatly assist

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20	

# SPECIAL ARRANGEMENTS

	£inc VAT Yes / N
	£inc VAT Yes / No
Appointment with FAYes / No	For Sale Sign
Alarm Code	Key #

#### **ENERGY PERFORMANCE CERTIFICATE**

In signing this agreement you acknowledge that you are required to provide an up to date EPC for your property. Your options are as follows:

- I have an up to date EPC and will provide a copy
- ☐ I will order an EPC within 7 days, provide evidence that an order has been placed and provide a copy of the EPC within 21 days
- ☐ I will pay you £96 inc VAT to prepare an EPC for me

#### SERVICES TO PURCHASERS

Hard working providers are critical components in the process of selling your property. Any recommendation we make is based on our honest experience of their past work. In order to be fully transparent, we declare our recommended providers and they will pay us referral fees as follows: Financial Advisors on average £200, Conveyancers or Solicitors on average £150, Removals/Surveyors £60, Domestic Energy Assessor £20. Please note, you are not under any obligation to use the services of any of the recommended providers

# SELLERS LEGAL REPRESENTATIVE. IF KNOWN

Contact	
Firm	
Address	
Tel	
Email	
Would you like a no obligation quotationYes / No	
Tel	

#### NOTICE OF THE RIGHT TO CANCEL

If this agreement is concluded in a place which is not the business premises of the Agent, as a Distance or Off-Premises contract, you have the right to cancel within 14 days if you wish. This right can be exercised by emailing us or delivering the Cancellation Notice provided overleaf within the cooling off period.

- ☐ The Agreement is being signed in the Agents premises, the cooling off period does NOT apply and marketing will begin immediately.
- The Agreement is being signed away from the Agents premises, the 14 day cooling off period DOES apply. You instruct us to begin marketing immediately, understanding that withdrawal fee of £300 inc VAT will apply
- ☐ The Agreement is being signed away from the Agents premises, the 14 day cooling off period DOES apply. You instruct us to wait 14 days to begin marketing. The Exclusive Period will start when marketing begins.

	Ampthill Barton-le-Clay	19 Bedford Street, Ampthill, Bedford MK45 2LU
V	Barton-le-Clay	2 Sharpenhoe Road, Barton-le-Clay, Bedford MK45 4SD
	Bedford	72 Bromham Road, Bedford MK40 2QH
	Biggleswade	74 Shortmead Street, Biggleswade SG18 0AP
	Bletchley	216 Queensway, Bletchley, Milton Keynes MK2 2ST
	Dunstable	39 High Street North, Dunstable LU6 1JE

5 Russell Centre, Coniston Road, Flitwick MK45 1QY

T 01525 405999 T 01582 882440 T 01234 272282 T 01767 669222 T 01908 794600	E ampthill@urbanandrural.com E bartonleclay@urbanandrural.com E bedford@urbanandrural.com E biggleswade@urbanandrural.com E bletchley@urbanandrural.com
T 01582 705000	E dunstable@urbanandrural.com
T 01582 703000	E flitwick@urbanandrural.com

# CLIENT IDENTITY

We are required to prove the identity of clients selling property prior to the commencement of marketing. We may accept emailed or scanned documents from clients who are abroad where the cumulative weight of information presented and the risk levels associated with the transaction are balanced. We may use an online service to check identity, this is not a

Residential Sales

Marketing Agreement

Two forms of identity are required: A document identifying the person(s): A Passport; Resident Permit issued by Home Office; UK Driving Licence\*: State Pension Book; Inland Revenue tax notifications.

An address linking document dated within the last three months: A Utility Bill; Local Authority Rent Book or Tenancy Agreement; Recent Mortgage Statement; Bank or Building Society Statement; UK Driving Licence\*: State Pension Book\*; Council Tax Bill. Documents marked with an\* can be used to confirm name or address but not both.

) 1:SELLER	2: SELLER
Identity Document	Identity Document
Date of Birth	Date of Birth
Linking Document	Linking Document

### **AUTHORISATION**

Supplier

. Yes / No **)** 

either with

Yes / No

Yes //No

Yes /(No)

Yes (No)

Yes / No

Yes / No

Yes / No

This is a legal document. Before signing and accepting the terms of this agreement please take the time to read it carefully, along with the Terms and Conditions overleaf.

### CLIENT AUTHORISATION

Yes /(No) I am entitled to sell the property and have read, understood and agree to the terms of this agreement. I confirm that to the best of my knowledge the information regarding the property is accurate, and that I have not withheld any materially significant information regarding the property. The information provided may be used at the Agents discretion in connection with the proposed sale of the property, released to any prospective purchaser and I hereby indemnify the Agent accordingly. Should there be

any changes I will flotify the Agent/i	in writing.	1
any changes I will notify they Adenthi : Signed MU MA	2: Signed /	
Print M.J. ALLWOOD	Print AMA 2	GOOWELL
Date 24/11/22	Data 24 111	22
, and a second s	Date	

# **AGENT AUTHORISATION**

	have	verified	the	identity	of	the	Seller(s) by	checking	the	original
b	locume	entation	sted	above.	Sigr	ned c	on behalf of the	ne Agent		
		6								

ice out any attentions to the property:	olylled	r usition
Wall removed kitchen cere availab	Print MARK OUN BEELL.	Tel 812440
other material issues with the property that any potential uld be aware of?	, ,	
	NOTES	

U	ı	_	3		

To your knowledge is there anything else that has occurred at the property	
that would affect the transactional decision of the average buyer?	

Leagrave	3 Nursery Parade, Marsh Road, Leagrave, Luton LU3 2QP	T 01582 495448	E leagrave@urbanandrural.con
Leighton Buzzard	23-25 Hockliffe Street, Leighton Buzzard LU7 1EZ	T 01525 217007	E leightonbuzzard@urbanandru
Milton Keynes	338 Silbury Boulevard, Milton Keynes MK9 2AE	T 01908 794500	E miltonkeynes@urbanandrural
Newport Pagnell	31 High Street, Newport Pagnell MK16 8AR	T 01908 794700	E newportpagnell@urbanandru

PROPERTY DESCRIPTION

Are any of the services disconnected?..

What fuel does it use?

Freehold / Leasehold Freeholder

Is the property in a conservation area?..

Is the access road made up and adopted?

Is the property affected by rights of way? .

Are there any covenants affecting the property?.

Is the property a listed building? .....

an individual or any public body?.

Has the property been extended? .

purchaser should be aware of?

Houghton Regis

that

Was planning permission granted?

What was the date of the extension?

Did it comply with building regulations? .

Are copies of planning permission available?

Have you carried out any alterations to the property?

Are the following services connected to the property?

Does the property have Central Heating? ... C. L. L.

Are there any defects with the hot or cold water system?...

Expected to increase?.....Yes / No Increase Amount £ .....

Yes (No)

(Yes) No Scothsh paver

Yes No Anguan

Years Left ..

.....Yes / No Maintenance £...

For leasehold, commonhold and freehold properties where the owner

has a legal obligation to contribute towards the maintenance costs of a

Are you aware of any planning applications in the locality which if approved

Are there any proposals or disputes which affect the property

Are there any shared or communal facilities? (eg. Gardens) .

Are there any tree preservation orders affecting the property? .

Is the garage / parking space within your garden boundary?

Are there any other material issues with the property that any potential

shared amenity please provide the details in writing or by email.

When is it payable?..

Yes)No Anguan Yes)No 01582881868

**SERVICES** 

Electricity.

Telephone

Drainage.

If ves give details.

If yes give details.

Ground Rent £..

Maintenance? ...

PLANNING MATTERS

would affect the property?...

Gas

Water

31 High Street, Newport Pagnell MK16 8AR 593 Hitchin Road, Stopsley, Luton LU2 7UN

1 01002 400440	L leagrave@urbananurural.com
T 01525 217007	E leightonbuzzard@urbanandrural.com
T 01908 794500	E miltonkeynes@urbanandrural.com
T 01908 794700	E newportpagnell@urbanandrural.com
T 01582 422244	E etonelov@urhanandrural.com

U1582 422244 E stopsley@urbanandrural.com 3 Nursery Parade, Marsh Road, Leagrave, Luton LU3 2QP T 01582 866660 E houghton@urbanandrural.com

www.urbanandrural.com

### **TERMS AND CONDITIONS**

#### OMBUDSMAN SCHEME

We are members of a property ombudsman scheme and follow their Code of Practice which is available at: www.tpos.co.uk

In the event that you have a complaint please discuss it with us. In the unlikely event that it cannot be resolved the seller has the right of referral to an

#### PEP POLITICALLY EXPOSED PERSON

Domestic or foreign PEP's are individuals who are **ENERGY PERFORMANCE CERTIFICATES** or have been entrusted with prominent public functions, for example Heads of State or of government, senior politicians, senior government, judicial or military officials, senior executives of state owned corporations, important political party officials. A family member or close associate of any of the above. In signing this agreement you acknowledge that you must inform us if you are such a person.

#### GENERAL DATA PROTECTION

process your personal data noted on this agreement of managing the property. You additionally authorise us to communicate your personal data to third parties who are a necessary adjunct to the marketing process, such as, but not limited to: Signboard Contractors. Solicitor and Financial Service providers. You may withdraw consent at any time and once our business relationship is at an end you may request the information be deleted.

### CONNECTED PERSONS

chasers if you are related or connected in business to any member of staff in the Agency or any associated company. In signing this agreement you agree to inform us of any such relationship.

#### MARKETING/ASKING PRICE

during the term of the agency but this will not affect larly by a competent person. the agreement itself.

#### IMMEDIATE START, WITHDRAWAL CHARGES AND TERMINATION

0-14 days from instruction on any agency type. If you have instructed us to commence marketing immediately and then cancel the contract within the our usual practice to release the keys to professionfirst 14 days (if the 'Cooling Off Period' cancellation rules are applicable) you will be liable to a withdrawal fee calculated on the amount of work and the services which we have provided during the period up to the point of cancellation, or a fixed figure, if it is

If a buyer introduced by us during this Cooling Off Period goes on to purchase your property, a full fee ties such as trades people or representatives or any is payable as explained under Fee Entitlement and utility companies. Ongoing Liability

contract after any specific Exclusive Period has erty is safe for our staff and visitors and that they elapsed, with no penalty, by giving notice, the period will not come to harm. You must inform us of any of which is noted overleaf

We may cease marketing without notice if we believe that our service to you is no longer appropriate

### CANCELLATION NOTICE

Only complete, detach and return this section of the form if you wish to cancel the contract within the 141 day Cooling Off Period, if applicable. This is not a dis-instruction form. I/We hereby give notice that I/I We wish to cancel my/our contract

Sellers	
Address	
Signed	
Print	
Date	

### FOR SALE SIGN

Planning regulations permit the display of one advertisement, consisting of a single board or two boards. joined back to back. You confirm that no other board We reserve the right to offer a range of other services other than ours will be erected, unless back to back to sellers and prospective purchasers from which we

board is erected lies with both the seler and the law we will declare these fees in writing. Agent. We will erect a signboard unless otherwise instructed. Please note the sign will be erected by a subcontractor and in the unlikely event of a claim for damage they are responsible for it. If you and your property are identified by our signboard, by a purchaser who subsequently exchanges contracts, it is agreed that an 'Introduction' has been made by us, even if you were previously acquainted with that

An EPC is required by law when a building is built. sold or put up for rent. It is valid for ten years. The seller and a person acting on behalf of the seller is obtained within 28 days of marketing beginning. We can arrange an EPC for you or you may wish to provide your own. In the event that you supply your own we need a copy within 28 days from the start of this contract or we will be obliged to suspend mar-In signing this agreement you give consent for us to keting until it is made available to us. This suspension of marketing will count as a Marketing Hiatus and transmitted in future messages for the purpose and our Exclusive Period will go on hold and resume when active marketing begins.

#### PROPERTY DESCRIPTION

Both the seller and Agent have a duty to ensure that any information provided about the property is accurate and not misleading. No information may be omitted which may impact on a prospective buyers transactional decision. You agree to check the sales particulars and notify us of any inaccuracies. You must also confirm any information provided by you The law requires that we declare to prospective puris true and be able to supply documentary evidence to substantiate any claims made.

#### UNOCCUPIED PROPERTY

We act as sales agents only and under no circumstances do we take responsibility for unoccupied property. Unoccupied property can deteriorate The Marketing/Asking price does not represent a quickly and we strongly advise clients to make arformal valuation of the property and may change rangements for their property to be checked regu-

#### ACCESS TO PREMISES

If we hold a key to the property we will accompany any viewings unless agreed otherwise. If we arrange for someone to view an unoccupied property, we will agree the arrangements with you beforehand. It is als who require access such as surveyors acting on behalf of purchasers. In order to avoid delaying the sale, once we have established their identity, they will be permitted unaccompanied access. Please advise us immediately if this is NOT acceptable. We will continue to seek the sellers permission to allow unaccompanied visits by any other third par-

From day 15 of the instruction. You can cancel the It is your responsibility to make sure that your prophazards, for example, but not limited to: loose carpets, uneven stairs, loose or missing handrails. It is an express condition of this contract that you fully indemnify us against any claim made by any visitor for any injury sustained on your property.

use it for marketing initiatives following completion.

#### FINAL SELLING PRICE

The Final Sale Price includes the price the properand any other fees or incentives, before discounts, agreed between the buyer and seller.

We reserve the right to use national and international sub Agents to assist in marketing.

# OTHER SERVICES

as described. The legal responsibility that only one may derive commissions or fees. Where required by

#### DISCRIMINATION

We will not discriminate, or threaten to discriminate against anyone for any reason.

#### DEFINITION OF INTRODUCTION

For the purpose of this specific Agreement, 'Introduction' means that we the Agent introduce a potential purchaser to you the Seller, both natural persons.

We the Agent will be advertising and promoting the property through publicly available media, and signboard, at our expense and risk. Even if we the Agents and our representatives are not physically present, and you and your property are identified must use all reasonable efforts to ensure that an EPC by such published information, or signboard, it is agreed that an 'Introduction' has been made by us.

> For the avoidance of doubt 'Introduction' does not mean that we will introduce the purchaser to the sale, but that we will introduce them to you and your

The commission fee will be earned by us if we 'Introduce', see our definition above, directly or indirectly a person, to you, the seller, who goes on to contract to purchase the property during the period of the contract 1: For the avoidance of doubt, and to clarify the meaning of Sole Agency, we will have an entitlement to a fee if: the property is sold to a family member, neighbour, friend, acquaintance, colleague or property developer, including part exchange IF the 'Introduction' is effected by our promotion of the property even if we are not physically present 2: If the seller withdraws for any reason after contracts are exchanged.

#### ONGOING FEE LIABILITY

If you or we discontinue this Agreement for any reason, you may have an ongoing fee liability to us. If your property is sold to a buyer first Introduced to you by us, because the original essence of the contract has been fulfilled - which is to find you a buyer - the following applies: 1: If the property is sold to a buyer who is re-introduced via any other Agent within six months, after discontinuance, a full fee is payable. If the introduction is more than six months after no fee is payable. 2: If your property is sold privately to a buyer first introduced to you by us within two years of discontinuance, a full fee is payable.

#### INTERESTED PARTIES

If any individuals or parties have shown interest in purchasing the property prior to this agreement, privately or through another agent we will be entitled to our fees if we 'introduce' the buyers either directly or indirectly, eg after seeing a for sale board or identifying the property from published information on the internet. To avoid future disputes, it is therefore important that you tell us now. Even if you declare an 'interested party' it may be that the party has since lost interest. If we are able to revive that interest, we will be entitled to commission.

#### PAYMENT

Our fee, and any additional costs agreed, becomes liable when we find you a buyer and Contracts are Exchanged. Our fees are due on Completion or four weeks after Exchange of Contracts whichever is sooner. We may, at our exclusive discretion, extend We retain the copyright to all advertising material this. In signing this agreement you instruct the Soused to market the property and reserve the right to licitor or Conveyancer to discharge our fees without deductions. Should your account not be paid within seven days of Completion, any discount will become void. Interest will also be added at a rate of 2% pcm. ty is sold for, the value of the fixtures and fittings above Clearing Bank base rate from the date of

## DUAL FEE WARNING

If you have instructed any other Agent to sell your property on a sole agency/sole selling rights basis, you may be liable to pay their fee as well as ours. Please note that if a multiple agency arises you may be liable to pay a higher fee and another fee.

NRWA August 2021



Residential Sales Marketing Agreement









