



SALES AGENCY AGREEMENT

AGREEMENT NO.:

Full Name:

Address:
Postcode:

Phone Numbers

Home Mobile: Work

Email address:

Property Address:
Postcode:

Our Agency fee of (plus VAT) of the agreed sale price of the property is payable on completion in the case of Sole Agency

Our Agency fee of (plus VAT) of the agreed sale price of the property is payable on completion in the case of Multiple Agency

AGENT'S SIGNATURE REQUIRED

Signed (Agent) Name Date

VENDOR'S SIGNATURE REQUIRED

I/We confirm we have read and now accept your terms set out overleaf and look forward to receiving particulars of the property.

Signed (Vendor(s))

I hereby instruct Goodwin Fish & Co to provide me with an Energy Performance Certificate at a cost of £75+VAT

I confirm that I already have an Energy Performance Certificate available from: _____

Signed (Vendor(s)) Name Date

Money Laundering - Photo ID: Address ID:



GOODWIN · FISH
Estate Agent

TERMS & CONDITIONS

1. TYPE OF AGENCY

The Vendor appoints Goodwin Fish and Co to provide a Sole Agency Service for a period of 8 weeks from the date of signing this agreement.

The Vendor agrees that he/she will not:

- i) If there is a Sole Agency Service, instruct any other agent to sell the property.
- ii) If there is a Multi-Agency Service, instruct any other agent to sell the property without written consent from Goodwin Fish & Co.

2. REMUNERATION

Sole Agency Service

You will be liable to pay remuneration to us, in addition to any other costs or charges agreed, if at any time unconditional contracts for the sale of the property are completed:

- i) With a purchaser introduced by us during the period of our agency or with Whom we have had negotiations about the property during that period; or
- ii) With a purchaser introduced by another agent during the period of the Sole Agency Agreement; or

Multiple Agency Service

You will be liable to pay remuneration to us, in addition to any other costs or charges agreed, if at any time unconditional contracts for the sale of the property are completed with a purchaser introduced by us during the period of our agreement or with whom we had negotiations about the property during that period.

3. PROPERTY TO BE SOLD

We are hereby irrevocably authorised to submit our account to your solicitor for payment on the due date, that date being the exchange date. Should payment in full not be made on the due date, then any outstanding balance will attract interest at 4% over the base rate the current with Lloyds Bank Plc.

Where there are insufficient proceeds from the sale of the property, the Vendor agrees to place with his/her solicitor, before exchange of contracts on the property, sufficient moneys to enable the solicitor to pay in full all fees due to Goodwin Fish & Co.

4. THE AGENCY PERIOD

The initial agency period will be 8 weeks and will continue thereafter until this contract is terminated with fourteen days written notice to Goodwin Fish & Co.

5. VAT

Our remuneration is subject to VAT at the prevailing rate.

6. GENERAL PROVISIONS

Where the property is left vacant during the agency period, it is the Vendor's responsibility to ensure that the plumbing and heating systems for the property are drained down and the water supply is turned off.

7. ESTATE AGENCY BOARDS

Unless instructed in writing otherwise, Goodwin Fish & Co will erect an agency board on the property. The Vendor agrees not to instruct any other agent to place a board on the property without prior notification to and consent from Goodwin

Fish & Co. The Vendor agrees to notify Goodwin Fish and & Co immediately should the Goodwin Fish and Co board erected be incorrect in any way.

8. ESTATE AGENTS ACT 1979

The Act requires Goodwin Fish and & Co to disclose any interest that they, their employees, or their relatives may have in your property. If the need arises we shall give you details of any such relationship to comply with this requirement:

In accordance with the Estate Agents (Provision of Information) Regulations 1991, we are obliged to inform you that we intend offering to prospective purchasers insurance, financial services, estate agency services, and any other special offers which may be available from time to time and for which we may earn commission. We undertake to comply with this also if we intend to offer prospective purchasers mortgage and financial services through any of our associated firms.

9. ENERGY PERFORMANCE CERTIFICATES

An Energy Performance Certificate (EPC) is required by Law for a property to be fully marketed. Evidence must be sighted if an EPC is already in place. We are able to offer EPC's for £75 + VAT.

10. PROPERTY MISDESCRIPTIONS ACT

Goodwin Fish & Co acting as selling agents must show due diligence to cover us under the Property Misdescriptions Act. Under the act we must not give any misleading or incorrect information with regards to the property. Upon instruction to market your property we will supply you with a set of draft details to be checked over and amended if appropriate before being signed, dated and returned to the office. Until these have been signed off we are unable to fully market your property.

11. CLIENT'S SOLICITOR

Goodwin Fish and Co recommend that your solicitor be asked to obtain and hold the Title Deeds and Leasehold Management Accounts (where applicable) in readiness to prepare a draft Contract of Sale and apply for a Local Authority search in order that there should be no delay in effecting an exchange of contracts once a purchaser has been found.

12. VIEWING

Strictly by appointment through Goodwin Fish & Co.

We confirm that we will accompany all viewing appointments, showing the property to prospective purchasers on your behalf. Viewings will be made by prior appointment with the vendor/tenant as necessary.

13. KEYS

If Goodwin Fish & Co hold keys to a property, authority will be deemed to be given to release the keys to Surveyors and other known professional companies to facilitate the sale.

14. MONEY LAUNDERING ACT

Before a property can be placed fully onto the open Sales Market a copy of the Vendors Photo ID must be taken along with address confirmation. Until this is given we are unable to market the property.

We look forward to helping you achieve a successful sale and trust that matters will run smoothly for you. Please do not hesitate to let us know of any concerns you may have at anytime.

GOODWINFISH.COM

255 Deansgate, Manchester, M3 4EN
TEL 0161 794 5000