

## Getting Started

To enable us to get started with your transaction we require a payment on account.

Please tick one	Sale only	£ 25	<input type="checkbox"/>	Method of payment	Credit / Debit Card	<input type="checkbox"/>
	Purchase / Re-mortgage	£250	<input type="checkbox"/>		Cheque	<input type="checkbox"/>
	Sale & Purchase	£275	<input type="checkbox"/>	Cheques payable to Suremove Property Lawyers		

Name on Card	<input type="text"/>				
Cardholders address (if different from Personal details section)	<input type="text"/>				
	<input type="text"/>	Post Code	<input type="text"/>		
Card Number	<input type="text"/>		Security No.	<input type="text"/>	
Start Date	<input type="text"/> / <input type="text"/>	Expiry Date	<input type="text"/> / <input type="text"/>		
Issue Number	<input type="text"/>	NB (We may telephone to confirm these details)			
Cardholder to sign	<input type="text"/>				



## Declaration and Agreement

I / we confirm that all information in this form is correct to the best of my / our knowledge. I / we have received an estimate of costs involved and instruct SureMove Property Lawyers (SureMove) to act for me / us in the transaction. I / we authorise SureMove to obtain my / our Deeds. If the property is held in joint names we authorise SureMove to accept instructions from any of the joint owners of the property.

First Client:	<input type="text"/>	Date:	<input type="text"/>
Second Client:	<input type="text"/>	Date:	<input type="text"/>

### Checklist

- ✓ All relevant parts of this form are completed.
- ✓ The form is signed.
- ✓ If selling or re-mortgaging, your mortgage account number is included.
- ✓ All payment details have been supplied.



SureMove Property Lawyers are regulated by the Council for Licensed Conveyancers



- No Sale, No Fee
- Fixed Fee Guarantee
- Competitive Price
- E-Progress Online Tracking
- No Legal Jargon
- Conveyancing Specialists
- No Attendance Necessary
- Home Information Packs

## INSTRUCTION FORM

Please complete and return

### SureMove Property Lawyers

Southfield House  
Southfield Business Park  
Falcon Way  
Bourne  
Lincs. PE10 0FF  
Tel : 0845 345 4425  
Fax : 0845 345 4426



Email: [contact@suremove.uk.com](mailto:contact@suremove.uk.com)

[www.suremove.uk.com](http://www.suremove.uk.com)



## Personal Details

### Welcome to SureMove



SureMove Property Lawyers offer a modern and fresh approach to conveyancing. We provide a thorough, fast service with emphasis on 100% customer satisfaction at a competitive price.

Our staff are knowledgeable and professional and together with the use of the most up-to-date technology, we offer a first class conveyancing service.

Please complete using BLOCK CAPITALS throughout. The details you provide will be used to draft legal documents so it is important that they are accurate.

### Personal Details

#### First Client

Title  Mr  Mrs  Miss   
(please tick)  
 Ms  Dr

Forenames

Surname

Current Address

Post Code

Home Tel No.

Work Tel No.

Mobile No.

Email.

#### Second Client

Mr  Mrs  Miss   
 Ms  Dr

#### Other Occupiers

Please give names of any persons over 17 years of age who reside or will reside at the property

Name

Age

Name

Age

Name

Age

Name

Age

## Property Details

### Selling / Re-mortgaging Property Details

If you are selling or re-mortgaging a property please complete this section

Address of Property being Sold / Re-mortgaged  Estate Agent   
 Contact Name   
 Tel No

Post Code  Agreed Price  £

Name of Current Lender  Approx amount outstanding on mortgage  £

Mortgage Account No.

Do you have any other loan charged to your property? Yes  No  If **yes**, please attach a separate sheet of paper with the same details as requested above.

Who holds the Home Information Pack on the property?

If you do not have a mortgage at all, or your lender does not hold your title deeds for your property then please advise us of the whereabouts.

Holder

Address

#### Re-mortgage only:

Name of new lender.  Amount you propose to borrow.  £

If you have completed the second client details, do you both own the property? Yes  No

If NO to the above, whose name is on the deeds?

### Purchase Property Details

If you are buying a property please complete this section

Address of property you are buying

Post Code

Agreed Price  £ Agents Contact Name

Estate Agent  Agents Tel No

Are you having a mortgage? Yes  No  Amount you propose to borrow  £

Name of lender

If you have completed the second client details, is the property in joint names? Yes  No