

**Good Viewing Guide**

**Once you start to view properties you should make sure you have a list of priorities in mind covering layout, size and location as well as the state of repair.**

Property Address:

Price currently on market for:

How long has it been on the market?

What is the vendors position: Why are they selling?:

When and how much was the house sold for?

**Use the following list to assess the facilities on offer:**

- |   |  |
|---|--|
| <input type="checkbox"/> No. of reception rooms | <input type="checkbox"/> No. of Bedrooms                 |
| <input type="checkbox"/> No. of bathrooms       | <input type="checkbox"/> Dining Room/Sep. Kitchen        |
| <input type="checkbox"/> Double Glazing         | <input type="checkbox"/> Garage/off street parking       |
| <input type="checkbox"/> Garden                 | <input type="checkbox"/> No. of other flats in the block |

**Is the property convenient for:**

- |  |                                  |
|--|----------------------------------|
| <input type="checkbox"/> Transport to work       | <input type="checkbox"/> Shops   |
| <input type="checkbox"/> Pubs/leisure facilities | <input type="checkbox"/> Schools |

**What is included in the sale price:**

- |   |   |
|---|---|
| <input type="checkbox"/> Carpets              | <input type="checkbox"/> Curtains       |
| <input type="checkbox"/> Cooker(gas/electric) | <input type="checkbox"/> Fridge/Freezer |

**Look out for:**

- |   |  |
|---|--|
| <input type="checkbox"/> Slates/Tiles Missing                   | <input type="checkbox"/> Sagging Roof    |
| <input type="checkbox"/> Flaking paintwork                      | <input type="checkbox"/> Rotten woodwork |
| <input type="checkbox"/> Cracks in plasterwork                  | <input type="checkbox"/> Signs of damp   |
| <input type="checkbox"/> Doors/windows that don't shut properly | <input type="checkbox"/> Mould on walls  |

**Is the general state of repair:**

	Inside	Outside
GOOD	<input type="checkbox"/>	<input type="checkbox"/>
OK	<input type="checkbox"/>	<input type="checkbox"/>
POOR	<input type="checkbox"/>	<input type="checkbox"/>

**What times of day did you view it:**

- |                                  |                                    |
|----------------------------------|------------------------------------|
| <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Evening | <input type="checkbox"/> Weekends  |

**What utility bills have you seen from the past year?**

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Electricity                               | <input type="checkbox"/> Gas         |
| <input type="checkbox"/> Water                                     | <input type="checkbox"/> Council Tax |
| <input type="checkbox"/> Service/management charges (if leasehold) |                                      |

**Seller cover-ups:**

Watch out for the following smells- they could be an attempt to mask damp or distract you from visible structural problems:

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Freshly brewed coffee | <input type="checkbox"/> Baking bread |
| <input type="checkbox"/> Air Freshener         | <input type="checkbox"/> Fresh Paint  |

Tel - 0800 881 8024



**Estate Agent Notes**

Estate Agency: .....  
Opening Hours: .....  
Name of Contact: .....  
Work phone no: .....  
Mobile phone no: .....  
Email address: .....  
Notes: .....

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**Property Notes**

Address: .....  
.....  
.....  
Estate Agent: .....  
phone no/email: .....  
Seller's Name: .....  
phone no/email: .....  
Selling Price: .....  
Your Offer Price: .....  
Notes: .....  
Good Points: .....  
Bad Points: .....  
Marks out of 10: .....

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