

PLEASE NOTE:

Please complete **ALL** required information in full.

PLEASE NOTE:

Please attach the Title Plan or a site plan to this document.

PLEASE NOTE:

*Please supply details.

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PLEASE NOTE:

See notes section below for further details.

If yes, an independent valuation will be required.

PLEASE NOTE:

Where joint purchase outside SIPP/SSAS then Westerby will not VAT register the scheme.

Scheme Name:

1. PROPERTY DETAILS

Address of property

Post Code:

Description of property

Purchase price

£

Tenure

Freehold

Leasehold *(please attach copy lease)*

Title number

Proposed exchange/completion dates:

Exchange date:

Completion date:

Is any part of the property suitable for use as or is your intention to use any part of the property as residential?

Yes*

No

Do you or does anyone connected to you own any land or property adjacent to/attached to the land/property?

Yes*

No

Are there any other details we should be aware of? (e.g. restrictive covenants, options, rights of access etc.)

Yes*

No

2. DETAILS OF VENDORS

Name of vendor:

Is the vendor connected?

Yes*

No

If Yes, on what basis

By relation

By marriage/civil partnership

By business

(Please tick as applicable)

Vendor's solicitor details

3. VAT

Is the property subject to VAT?

Yes

No *(* please go straight to section 4)*

Who will register the scheme for VAT?

Westerby

Member Trustee(s)

Accountant

Other (please state)



Will this be a 'transfer of going concern'? Yes No

If the property is subject to VAT confirm the VAT Registration Number of the vendor

PLEASE NOTE:

* If no please supply details in the below field.

4. JOINT/PART PURCHASE

Is the scheme buying 100% of the property? Yes No*

Percentage ownership by the scheme:

Who will be the co-owner(s)?

Is/are the co-owner(s) a connected party? Yes No

Will the co-owners(s) have any existing or new borrowing secured on the property? Yes* No

PLEASE NOTE:

* If yes please supply details.

5. DEVELOPMENT

Does any part of the property have existing planning consents? Yes* No

Are you intending to develop the property? Yes* No

PLEASE NOTE:

* If yes please attach a copy.

PLEASE NOTE:

*Please attach any planning consents, applications, architects plans, quotations etc.

6. TENANT DETAILS & USAGE

Name of tenant:

Is the tenant connected? Yes No

- If Yes, on what basis
- By relation
 - By marriage/civil partnership
 - By business

(Please tick as applicable)

If Yes, an independent rental valuation will be required

Is there an existing lease in place? Yes* No

Lease Details: *(or attach agreed heads of terms)* Term Of Lease:

Rental Amount per annum: £

Rental Payment Frequency:

Is this in advance or arrears?:

Rent Review Yes No

If Yes, at what frequency:

Break Clause Yes No

If Yes, at what frequency:

Is any part of the property currently used or intended for use as residential? Yes* No

PLEASE NOTE:

See notes section below for further details.

PLEASE NOTE:

* If yes please attach a copy.

PLEASE NOTE:

* If yes please attach a copy.



7. PROPERTY INSURANCE

So that we can, as Trustees, ensure that adequate cover is maintained at all times Westerby operate a block insurance policy to cover all property held within our SIPP/SSAS schemes. In advance of cover commencing we will provide you with a quotation of the premium payable.

Do you agree to instruct cover under our block policy?

Yes No

If "No" then please give the reason why:

PLEASE NOTE:

Please note that all professional advisers will be appointed on behalf of the trustees by Westerby .

8. PROFESSIONAL ADVISERS

Name and address of solicitor

Name and address of surveyor

Name and address of lender

Name and address of accountant
(if applicable for VAT)

9. FUNDING CHECK

Estimated costs

Purchase price: £

VAT: £

Stamp Duty: £

Estimated legal fees: £

Lenders fee (if known): £

Westerby Trustee Services fee: £

Environmental site check fee: £

Total cost: £

Funded by

Current liquidity in scheme: £

Encashment of current assets: £

Additional contribution: £

Transfers from other providers: £

Commercial mortgage: £

Total funds available: £



▶ **10. FURTHER INFORMATION**

Please use this space to provide further details requested above. Continue on a separate sheet if necessary.

▶ **DECLARATION**

I/We confirm that the above information is full and correct and request the acquisition of the above property investment by my/our pension scheme.

I/We confirm that we have read and agree to be bound by the provision of Westerby Property Purchase Guide.

I/We request and authorise Westerby to appoint the professional advisers detailed above to act for the Trustees and acknowledge that all costs will be payable by the pension scheme.

I/We understand that if the property purchase does not proceed for any reason, that Westerby reserve the right to charge fees on a pro rata basis for any work already carried out and if there are insufficient monies in the fund then I/we acknowledge that all fees and costs incurred will be met by me/us personally, or by the Principal Company* (*SSAS only).

I/We confirm that in relation to the proposed tenant, sufficient financial checks have been carried out by me/us to satisfy ourselves such that we wish to proceed with the tenancy arrangement.

PLEASE NOTE:

REMEMBER TO SIGN, PRINT YOUR NAME AND DATE THIS SECTION NOTING THAT WE DO NOT ACCEPT DIGITAL SIGNATURES.

All Trustees to sign below

Trustee's Name:	<input type="text"/>	
Signed:	<input type="text"/>	Date: <input type="text"/>
Trustee's Name:	<input type="text"/>	
Signed:	<input type="text"/>	Date: <input type="text"/>
Trustee's Name:	<input type="text"/>	
Signed:	<input type="text"/>	Date: <input type="text"/>
Trustee's Name:	<input type="text"/>	
Signed:	<input type="text"/>	Date: <input type="text"/>



Notes

1. Connected persons include:

- Spouse or civil partner.
- Certain relatives including all ancestors and lineal descendants (parents, grandparents, brothers/sisters, children, grandchildren etc. but excluding uncles, aunts, cousins, nephews and nieces).
- Certain relatives of your spouse or civil partner (e.g. a brother or sister in law).
- The spouse or civil partner of a relative, and the spouse or civil partner of a relative of the member's spouse.
- Business partners/associates.

2. A connected company is any company of which you (or any of the persons detailed in 1. above) either alone or in association with other connected individuals have control or are a controlling director. (A controlling director means a director to whom section 452(2)(b) and (3) of the Corporation Tax Act 2010 applies, broadly managers/directors/shareholders controlling 20% or more of the issued share capital.

This may include any company of which you (or any of the persons detailed in 1. above) are a director or shareholder and we will need the full details of the Directorship and shareholdings in order to investigate whether a company is connected.

OFFICE USE ONLY

Please provide any additional information that will be useful for administration during the property purchase.

Signature:

Name:

Business Development Director / Business Development Executive

Date:

WTSL/PROPPQ/JS/JUL2021

