

## CML Disclosure of Incentives Form Version 2.1

(use from 12 March 2012)

**This form must be completed by the seller(s) of any property that is to be occupied or purchased for the first time, or for the first time in its current form, i.e. a new build, renovated or converted property.**

**The completed form must be supplied to the solicitor/conveyancer acting on behalf of the lender providing the mortgage finance for the property. The form must be supplied to the valuer acting on behalf of the lender upon request.**

**This form is designed to ensure full disclosure of the financial aspects of the sale. It is not meant to be used to provide a valuation.**

### 1. BUYER DETAILS

Name(s) of buyer(s)

.....

### 2. NEW PROPERTY DETAILS

Plot Number	Dwelling type (house, flat, maisonette etc)	
.....	.....	.....
Development Name and Address		
.....		
Property Postal Address (if allocated)		Postcode (if allocated)
.....		.....

### 3. ASSISTED PURCHASE DETAILS

Please provide full details of any assisted purchase scheme utilised in this transaction  
(e.g. shared equity, shared ownership, loan from seller or other indemnity/guarantee scheme)

#### IF SHARED EQUITY

Total of any 'equity loan(s)' held by seller, provided by government or by other third party (usually in the legal form of a second charge)		<b>% (percent)</b>
.....		
Name of party or parties retaining/providing an equity loan		
.....		
Name of scheme		
.....		

#### IF SHARED OWNERSHIP

Ownership share purchased by the buyer		<b>% (percent)</b>
.....		
Ownership share retained by seller or purchased by third party		<b>% (percent)</b>
.....		
Name of party or parties retaining/purchasing an ownership share		
.....		

#### LOAN FROM SELLER

Provide details of the loan including any interest and repayment terms, whether secured or unsecured

.....

#### IF OTHER SCHEME

(e.g. NewBuy or MI New Home)

Name of scheme

.....

Please provide details of any resale restrictions included in the title

.....

#### 4. NAME(S) AND ADDRESS(ES) OF THE SELLER(S)

List details of all organisations/individuals who will receive all or part of the sale consideration as a result of this transaction, including under any contract or agreement to sub-sell, assign contract, or through an option or agreement to purchase e.g. where a secondary buyer has entered into a sub-contract with the original buyer(s) (continue on a separate sheet if necessary)

Name of firm/person

Address

(incl. postcode if known)

Telephone number

Amount to be received

and/or

£

%

Name of firm/person

Address

(incl. postcode if known)

Telephone number

Amount to be received

and/or

£

%

#### 5. INTRODUCTORY/FINDERS FEES

List the details of any introductory/finders fees, however described, that have been agreed (continue on a separate sheet if necessary)

Name of recipient(s)

Address

(incl. postcode if known)

Fee agreed

and/or

£

%

Name of recipient(s)

Address

(incl. postcode if known)

Fee agreed

and/or

£

%

#### 6. NUMBER OF UNITS

Please complete (a) and, where appropriate, (b)

a) State the approximate number of constructed units on the seller's site

Units constructed in the last 12 months

.....

Units planned to be

constructed in the next 12 months

.....

b) If the property is being sold by, or on behalf of, an investor/investment company or you have identified an investor/investment company in question 4 above, please state the total number of units on site in which the investor/investment company has ownership rights/an interest in the sale .....

#### 7. GARAGE AND PARKING

Is an allocated garage, car port or parking space included in the transaction?

YES

NO

If you have ticked Yes, is it, or will it be following first registration of the property:

Included in the same title as the property

In a separate title but owned by the buyer

A right to use a parking facility

Physically adjoining the plot/property

YES

NO

**8. SHARED AMENITIES**

List full details of any shared amenities included in the transaction, e.g. access to gym facilities (this should not include access to open spaces or use of communal stairwells, lifts or access points)

**9. PRICE AND DISCOUNTS**

Please provide the list price, any discounts and the agreed sales price (this should not include any incentives as these will be detailed in question 10 below)

List price £ ..... Discount £ .....  
Agreed sales price £ ..... Date sales price agreed .....  
Provide details where discount relates to the sale of more than one property .....

**10. INCENTIVES**

List the details of any incentives to be received by the purchaser either before or after completing the transaction (continue on a separate sheet if necessary)

List full details of the value of all financial incentives to be received by the buyer(s):

Deposit £ .....  
Guaranteed rental income £ ..... Total (£..... per month for ..... months)  
Mortgage subsidies £ ..... Total (£..... per month for ..... months)

(including payment of mortgage interest, subsidies of interest rate and mortgage payment subsidies)

Stamp Duty Land Tax payment £ ..... Cashbacks £ .....  
Moving costs £ ..... Legal fees £ .....  
Valuer fees £ ..... Other financial incentives not listed\* (give details below) £ .....

\* Please provide full details of other financial incentives

Provide a list of all non-financial/in-kind incentives to be received by the buyer(s)

For example: white goods/kitchen appliances; furniture/furnishing; electrical equipment; garden furniture/landscaping; holidays; vehicles; buy-back guarantees; car-parking season tickets etc. This is NOT meant to be an exhaustive list.

Do not include any items provided as part of the standard specification of the property

**11. PART EXCHANGE**

If you have offered to purchase the buyer's property please list the agreed price. If the property is being purchased by a third party agent/property management company then please provide details of the fee paid. Please detail any price paid above/below the market valuation for the part exchanged property.

Agreed purchase price

£ .....

Price agreed above/below (if below express as a negative) market valuation (if any)

£ .....

Fee paid to seller's agent (if any) £ and % of price paid for part exchange property

£ ..... / ..... %

**12. FORM PRESENTED TO VALUER**

This form was presented to the valuer by:

Name

.....

Company

.....

Company registration number with the warranty provider e.g. NHBC registration number

.....

Date

.....

**13. SUSTAINABILITY**

This property is built to the following recognised standard for sustainability (optional):

.....

**IMPORTANT INFORMATION ABOUT THIS FORM**

The information provided in this form is a material consideration taken into account by any valuer valuing the property and any lender deciding how much to lend on the security of the property. The solicitor/conveyancer acting on behalf of the lender will assume that the information is accurate and complete to the best of the seller's belief and that there are no off-contract arrangements linked to this transaction.

After submitting this form the seller must inform the solicitor/conveyancer acting for the lender of any changes to the information provided as soon as is practicable, but in any event prior to exchange of contracts/missives. If the seller does not have the contact details for the lender's solicitor/conveyancer they must ensure that their solicitor/conveyancer passes this information on.

**14. DETAILS OF PERSON COMPLETING THE FORM**

Signature on behalf of the seller(s)

Print name

.....

Organisation

.....

Position

.....

Date signed

.....