



# Capper & Jones Solicitors

## Client Sale Instruction Form

<b>Title</b> (Mr, Mrs, Miss, Dr etc)	
<b>Full name</b> (include first name, any middle names and surname)	
<b>Date of birth</b>	
<b>NI number</b>	
<b>Marital status</b>	
<b>Contact telephone numbers</b>	<b>Home</b> <b>Mobile</b>
<b>Occupation</b>	Job title:
<b>E-mail address</b>	
<b>Address</b>	

<b>Title</b> (Mr, Mrs, Miss, Dr etc)	
<b>Full name</b> (include first name and any middle names)	
<b>Date of birth</b>	
<b>NI number</b>	
<b>Marital status</b>	
<b>Contact telephone numbers</b>	<b>Home</b> <b>Mobile</b>
<b>Occupation</b>	Job title:
<b>E-mail address</b>	
<b>Address</b>	

<b>Correspondence address</b> (if different from above)	
--	--

<b>Estate agent</b>	
<b>Amount of commission agreed/fee agreed</b>	

<b>Address of property to be sold</b>	
<b>Postcode</b>	
<b>Sale price</b>	

<b>Name of mortgage lender</b> (if any)	
<b>Mortgage account number(s)</b>	
<b>Approximate amount owed</b>	£
<b>Are there any other mortgages, loans or charges secured against the property? Please give details including the approximate amount owed and supply any relevant account numbers</b>	
<b>Location of title deeds</b>	

<b>In what capacity are you selling the property?</b>	
<b>Is the sale of your property dependent on the purchase of another?</b>	
<b>On completion of this sale, will you be able to claim a refund of any higher rate stamp duty/surcharge paid on the purchase of another property?</b>	
<b>Provide details of matters agreed with the buyer(s)?</b> (e.g. sale of contents, completion dates etc)	
<b>Are there any other person(s) aged 17 or over living at the property? If so, please provide their full name(s) and age(s)</b>	
<b>Are you connected to the buyer(s) in any way?</b> (e.g. relations, in-laws etc)	
<b>Are there any other matters/other information that we need to know about?</b>	

**PAYMENT INSTRUCTION FORM**

In case we have to send money to you following completion of the transaction, please let us have your instructions as to how you would like us to pay these funds to you.

Please select your preferred payment method from the dropdown menu below. Please note that we are currently unable to provide Faster Payments due to the payment limits placed on these type of payments by the banks and building societies.

Name of account	
Bank name	
Account number	
Sort code	
Reference (if any)	

**ALL ACCOUNT HOLDERS MUST SIGN**

If you are joint owners and wish us to pay funds into a bank account which is not in joint names, please both sign to confirm that you both authorise us to do this.

Signature:

Print name:

Please print your name and we will send the form to you in paper format for you to sign and return to us.

Signature:

Print name:

## AUTHORITY FOR REDEMPTION STATEMENT

I/We hereby authorise Capper & Jones Solicitors of Old Bank Chambers, 1 King Street, Mold, Flintshire CH7 1LA to obtain a redemption statement for our current mortgage and authorise our mortgage lender to provide the same to them upon request.

**Name of  
mortgage  
lender**

**Mortgage  
account  
number**

Signed

Date

Print name

Signed

Date

Print name