

# HIPs Request Form

**PLEASE COMPLETE AND RETURN THIS FORM.**  
**Although you may return via e-mail we shall also**  
**require a hard copy signed by each seller.**

*(\* denotes mandatory field - to be completed in every case)*

**Your Name: \***

**E-Mail Address\*:**

**Current Address\*:**

**Current Postcode\*:**

**Landline Phone:**

Preferred time to phone on this number:

**Mobile Phone:**

Preferred time to phone on this number:

**Anticipated/Actual Sale Price\*:**

**Address of Property to be sold**

(If different from Current Address)

**Land Registry Title Number**

(If known)

**Please also complete the Questionnaire Section below/over having**  
**read our Webpage/Information Sheet headed:**  
**‘Home Information Packs (“HIPs”) are here’.**

*Tick one box only within each question.*

# HIPs Request Form Questionnaire Section

1\*. Do you want us to put together the HIP for you?

- Yes
- No

2\*. Are you going to meet the cost yourself at the outset or do you wish to take advantage of the Deferred Payment Scheme? Either way we will return to you with the details of the amount required and how payment can be made.

- Will meet cost at outset
- Use deferred payment scheme

3\*. Do you want to go for the cheaper Personal Search with the Local Authority or do you want to go for the Full Search in the hope of Recovering the cost of it from your eventual buyer?

- Personal Search
- Full Search

**Signed:**

**Print Name:**

**Signed:**

**Print Name:**

**Signed:**

**Print Name:**

**Dated:**