**PRIVATE SALE INSTRUCTIONS FORM**

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| **SELLER(S) DETAILS:** |  |
| Full Name(s): |  |
|  |  |
| Postal Address: |  |
|  |  |
| Work Phone(s): |  |
|  |  |
| Home Phone: |  |
| Mobile Phone(s): |  |
|  |  |
| Email Addresses: |  |
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| **BUYER(S) DETAILS:** | |  | | | |
| Full Name(s): | |  | | | |
|  | |  | | | |
| Postal Address: | |  | | | |
|  | |  | | | |
| Work Phone(s): | |  | | | |
|  | |  | | | |
| Home Phone: | |  | | | |
| Mobile Phone(s): | |  | | | |
|  | |  | | | |
| Email Addresses: | |  | | | |
|  | |  | | | |
| **PROPERTY DETAILS:** | | |  | |  | |
|  |  | | | | | |
| Address: |  | | | | | |
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| **Only complete the following if known:** | | | | | | |
| Lot No: |  | | | Plan: |  | |
| Town/Hundred of: |  | | | Folio: |  | |
| Volume: |  | | |  |  | |

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| **DESCRIPTION OF PROPERTY:**  (i.e. Residential Dwelling) | |
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| **CHATTELS:**  (Items that aren’t fixtures & fittings that the Buyer would like to remain with the property and of which have been included in the purchase price): | |
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| **PURCHASE PRICE:** |  |
| **DEPOSIT:** |  |
| **SETTLEMENT DATE:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **FINANCE:** | |  |  |
| Amount of Loan: |  | | |
| Lending Institution: |  | | |
| Date for Approval: |  | | |
| **OSSESSION:** | | | |
| (Vacant or Tenanted) |  | | |
| **LICENCE FEE:**  (Does the Buyer want to move in prior to settlement? If so and agreed, what amount will be paid per week?) | | | |
|  |  |  |  |
| **INSURANCE:**  The property will remain at the risk of the Seller until the date for Completion. | | | |
| **COSTS:**  Buyer and Seller to each pay own costs, Buyer to pay Stamp Duty on the Contract and Transfer. | | | |

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| **SELLER’S CONVEYANCER:** |  |
|  | Tschirpig Conveyancing  PO Box 717 NIGHTCLIFF NT 0814  Email: [reception@sirpig.com.au](mailto:reception@sirpig.com.au) |
|  |  |
| **BUYER’S CONVEYANCER:** |  |
|  |  |
| **BODY COPRORATE MANAGER DETAILS:**  (If applicable) | |
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| **INSPECTION REPORTS REQUIRED BY BUYER:** | |
|  | |  | | --- | |  | |
| **SPECIAL CONDITIONS:**  (If applicable) | |
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| **IS THERE A POOL AT THE PROPERTY?:**  (If so, please advise who will be responsible for pool fencing certificate) | |
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