

SPROAL

PROPERTY LAW & CONVEYANCING

PURCHASER INTAKE AND INSTRUCTION FORM

Please **complete** and **return** this intake and instruction form to us by email or post within seven (7) days.
Email to info@sproal.au or post to PO Box 1024, Launceston 7250.

Please note your full name as you wish to be shown on the Title, paying particular regard to the spelling.

All middle names should be noted.

If you would like to nominate additional or alternative purchasers to complete the purchase, please get in touch to request a nomination form as soon as possible.

Purchaser 1

Full name of Purchaser 1:

Title: Mr / Mrs / Ms / Miss / Mx / other:

Date of Birth:

Contact number:

Email address:

I am an Australian Citizen -

I am a New Zealand citizen who is the holder of a special category visa within the meaning of the Migration Act 1958 -

I hold a permanent visa within the meaning of the Migration Act 1958 -
Nationality and visa number:

If **none** of the above, please describe your status:

Purchaser 2

Tick if not applicable -

Full name of Purchaser 2:

Title: Mr / Mrs / Ms / Miss / Mx / other:

Date of Birth:

Contact number:

Email address:

I am an Australian Citizen -

I am a New Zealand citizen who is the holder of a special category visa within the meaning of the Migration Act 1958 -

I hold a permanent visa within the meaning of the Migration Act 1958 -
Nationality and visa number:

If **none** of the above, please describe your status:

Purchaser 3Tick if not applicable - Full name of Purchaser 3:

Title: Mr / Mrs / Ms / Miss / Mx / other:

Date of Birth:

Contact number:

Email address:

I am an Australian Citizen - I am a New Zealand citizen who is the holder of a special category visa within the meaning of the Migration Act 1958 - I hold a permanent visa within the meaning of the Migration Act 1958 -
Nationality and visa number:

If **none** of the above, please describe your status:

Purchaser 4Tick if not applicable - Full name of Purchaser 4:

Title: Mr / Mrs / Ms / Miss / Mx / other:

Date of Birth:

Contact number:

Email address:

I am an Australian Citizen - I am a New Zealand citizen who is the holder of a special category visa within the meaning of the Migration Act 1958 - I hold a permanent visa within the meaning of the Migration Act 1958 -
Nationality and visa number:

If **none** of the above, please describe your status:

<p>Your address</p>	<p>Pre-settlement postal address:</p> <hr/> <p>Pre-settlement residential address (if different to above):</p> <hr/> <p>Post-settlement postal address (if different to above):</p> <hr/> <p>Post-settlement residential address (if different to above):</p>
<p>Are you purchasing as trustees for a trust or super fund?</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes. Note trust or superfund name below:</p> <p>Please forward us a copy of the trust or superannuation deed together with any amendments.</p>
<p>Land use following settlement</p> <p><i>Please select one option</i></p> <p><i>Note: You must notify the State Revenue Office of any change in property use within 30 days of the change.</i></p>	<p><input type="checkbox"/> Property to be principal place of residence, effective from:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date of settlement <input type="checkbox"/> Other date: <input type="checkbox"/> Completion of construction of dwelling - estimated date: <p><input type="checkbox"/> Investment property</p> <p><input type="checkbox"/> Visitor / short term accommodation</p> <p><input type="checkbox"/> Primary production land</p> <p><input type="checkbox"/> Unknown / other:</p>
<p>Do you currently, or have you previously owned property in Tasmania?</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, note property address below and advise if not jointly owned.</p>
<p>Do you currently, or have you previously owned property in any other State or Country?</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes</p>

<p>Will you be taking out a mortgage or loan on the property?</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, provide details below.</p> <p>Name of lending institution:</p> <p>Name of banker or broker:</p> <p>Phone number:</p> <p>Email address:</p> <p>Have you or will you authorise your lender to debit any shortfall required to settle from a nominated bank account (recommended) Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/></p>
<p>Are you relying on funds from the sale of a property to complete the purchase of this property?</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, provide details below.</p> <p>Address of property being sold:</p> <p>If interstate property, please provide your solicitor/conveyancer's name and contact details.</p>
<p>Do you authorise us to discuss your purchase with any other person not named on the Contract?</p> <p>E.g. a spouse, parent or friend</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, provide details below.</p> <p>Full name of authorised contact:</p> <p>Contact number of authorised contact:</p> <p>Relationship to you:</p>

ACCEPTANCE

- I/We confirm that I/we instruct Sproal & Associates Pty Ltd trading as Sproal Property Law & Conveyancing ("Sproal") to act on our behalf regarding this matter
- If applicable, I/We accept the terms of the costs agreement as sent to me/us by Sproal.
- I/We confirm that the information provided on this form is accurate, correct, and complete.
- I/We confirm that I/we have read the initial letter and 'Important Information' sent to me/us.
- I/We appoint Sproal as my/our agent for the purpose of obtaining searches and paying all Government fees relating to this transaction.
- I/We acknowledge that information relating to me/us that is required to complete or process the conveyancing transaction, including my/our personal information, may be collected, stored and used by, and disclosed to, stored and used by:
 - (a) the State Revenue Office;
 - (b) the Land Titles Office;
 - (c) TasWater;
 - (d) Sproal & Associates Pty Ltd or their successor or assigns;
 - (e) the other party's representative; and
 - (f) third parties (who may be located overseas), involved in the completion or processing of the conveyancing transaction for the purpose of completing and processing the conveyancing transaction or as required by law, including for the purpose of a compliance examination.
- I/We consent to the collection, disclosure, storage and use of information relating to me/us as acknowledged above.

Your Signature/s to confirm acceptance:

Purchaser 1 signature _____

Date: _____

Purchaser 2 signature _____

Date: _____

Purchaser 3 signature _____

Date: _____

Purchaser 4 signature _____

Date: _____

JOINT TENANTS OR TENANTS IN COMMON?

Please disregard this form if there is only one person or trust purchasing the property

When land is transferred to more than one party, they can be registered on the title either as joint tenants or as tenants in common.

If you choose to be registered as **joint tenants**, then upon the death of one joint tenant, the survivor or survivors must register the death on the title. Upon registration of the death, the ownership of the land vests in the name of the survivor or survivors. Even though the deceased person's share in the property passes to the survivor or survivors by operation of law, you should still seek advice about the wording of your will because it should make some provision in case both or all joint tenants die simultaneously. By being registered as joint tenants, each joint tenant owns an equal share of the whole of the property. Many spouses register as joint tenants because, in the event of their death, they want their interest in the property to automatically vest in their survivor's name.

If you choose to register as **tenants in common**, then upon the death of a tenant in common, the deceased's executor as named in the will applies to the court for probate of the will. The executor then lodges a document with the titles office that allows the executor to deal with the property in accordance with the terms of your will. The deceased's share in the property can then be transferred to their intended beneficiary.

Business partners would usually register as tenants in common so that their share in the property would be dealt with in accordance with the terms of their will. Sometimes, spouses with children from a previous relationship may also hold as tenants in common to allow their children to receive the benefit of their parent's interest in the property in accordance with the terms of their will.

Tenants in common can also hold the property in unequal shares, which is often determined by the amount of capital being contributed by each person.

Please note below whether you would like to be registered on the title either as joint tenants or as tenants in common. If you do not fully understand the effect of your direction, please get in touch with us before settlement.

If you are purchasing the property as trustee for a trust or superfund, this is not applicable, and you do not need to return this page.

INSTRUCTIONS

TO: Sproal Property Law & Conveyancing

We(names)
instruct you to prepare the transfer of the property as
(**Please note either** - "Joint Tenants" **or** "Tenants in Common") and declare that we understand the effect of this direction.

If Tenants in Common, please state the share each owner is to have below:

Purchaser 1 signature _____ Date: _____

Purchaser 2 signature _____ Date: _____

Purchaser 3 signature _____ Date: _____

Purchaser 4 signature _____ Date: _____