

**HOBEN JOHNSON**  
**SOLICITORS**

**PROPERTY - SELLERS INSTRUCTION SHEET**

*Please complete:*

1. **Full name(s):**

**Address:**

**Post Code:**

2. **Home telephone number:**

**Work telephone number:**

**Mobile telephone:**

**Fax:**

**e-mail address:**

3. **Property address to be sold:**

4. **Sale price:** £

5. **Estate agents – name:**  
**Address:**

**Telephone number:**

**Is there a Home Information Pack available?** **Yes/no**

- 6. Please provide:
  - a. The name of your mortgagees (if any):
  - b. Your mortgage account number(s):
  - c. Your mortgagee's address:
  - d. Approximate amount outstanding on mortgage(s):
  - e. Whereabouts of your title deeds if no mortgage:

7. Is the sale dependent upon another transaction: eg, a purchase: YES\* / NO \*

If yes, is Hoben Johnson acting for you? YES\* / NO\*

If no, please supply details:

8. Do you require a Will questionnaire? YES\*/NO\*

9. I/We authorise Hoben Johnson to allow the Estate Agent access to my/our online tracking file. YES/NO\*

Please act for me/us in the above transaction.

I/we enclose a cheque for £ .....to cover the initial disbursements.

This authority includes all instructions in connection with the sale of property on my behalf including any instructions to you to sign any contract on my behalf. I undertake that these instructions will not be revoked except in writing and will not affect any actions taken before any such written communication is received by you.

In the event that Hoben Johnson act on behalf of the Buyers, I/we consent to the firm continuing to act for me/us.

Signed: .....(To be signed by all sellers)

Dated: .....

**\* Please delete as appropriate**