



HOUSEBUYERS REPORT

TERMS AND CONDITIONS OF ENGAGEMENT

The **Housebuyers Report and Valuation** (and Housebuyers Report Plus) is a thorough inspection of a property which ascertains its condition and value on the day of inspection and will allow you to make an informed decision about your purchase.

The **Housebuyers Report** is a report format designed by Proenergis Surveyors. It is a far clearer and more user friendly version of the RICS Homebuyers Report and has been developed following feedback from our clients who wanted a thorough but easy to understand report.

The Report will be carried out by one of our professionally trained and fully qualified RICS Chartered Surveyors. Our surveyors are highly qualified individuals who have appropriate experience in building construction, analysis and assessment. All have :

- At least 15 years experience in undertaking this type of work.
- Full membership of the RICS (Royal Institution of Chartered Surveyors).
- Insurance that provides cover in the unlikely event that a Surveyor is negligent.

Before undertaking the inspection and preparing the report on your behalf, you should understand the **'terms'** under which the report is prepared so that you are clear as to exactly what the service you are buying involves.

The terms of the report are set out below. Please read them carefully.

BEFORE THE INSPECTION

- If you wish, you may contact the Surveyor prior to inspection to discuss the inspection, and any concerns which you may have.
- To help with the inspection, and subsequent report please inform us of any specific concerns you may have. Plus any plans you may have for the future to alter the property.
- Payment of our fee in full is required **before** we will release any information about our findings. Unless cancellation has been made in writing and confirmed by us, the survey will take place and the fee will become payable. Payment can be made by card, cheque, internet bank transfer (BACS) or cash. Payment information will be provided for you on our invoice.

CANCELLATION

- If you wish to cancel the inspection, you must contact us in writing giving us at least two working days notice (Mon-Fri) prior to the appointment date and have received confirmation from us in writing that we are aware of your instructions.
- We shall reserve the right to decline instructions if the property is deemed unsuitable or very different than that advised by you upon arrival at the property.
- We shall endeavour to contact you immediately to inform you of the cancellation, and shall also make arrangements to return the fee.
- The Housebuyers Report is provided solely for your own use. We are happy to forward an **electronic copy** to your Legal Advisor free of charge should you request us to do so. No liability is accepted should any other parties either access, or act upon anything contained within the Report other than the named client in the report.
- The Contracts Act 1999, (Rights of Third Parties) is not applicable to this agreement.

Unless formerly agreed in writing, the agreement is subject to the jurisdiction and Laws of the United Kingdom, where the subject property is located.

SCOPE OF INSPECTION

References are made to 'visual inspection', this refers to inspection and subsequent comment on items of the property which are observed from ground level within the boundaries of the subject property or adjoining public land. References within the report, to left & right are given assuming facing the front of the property.

The Inspection is only carried out with the occupier's permission, no damage shall be caused to the building or its contents. The surveyor will not endanger either themselves or the occupiers. Heavy furniture and stored items, are not moved, loft insulation and carpets are not rolled back. Unless identified within the report, it will be assumed that no hazardous or harmful materials have been used in the construction of the property. The presence, and or consequence of any site contamination will not be researched. Comment cannot be given on areas that are covered, concealed or not otherwise readily visible. There may be detectable signs of concealed defects, in which case recommendations are made in the report. In the absence of any such evidence it must be assumed in producing this report that such areas are free from defect.

Items such as TV aerials, cable TV and internet connections, together with fire alarms, and smoke detection units are not inspected. Leisure facilities such as swimming pools, hot tubs etc are also excluded from the report.

Part of the Property	This is our standard inspection.
Chimney stacks	Visually inspected from ground height only, with the use of binoculars.
Roof including roof space	Pitched / sloping roof coverings will only be visually inspected from ground height, with the use of binoculars. Flat roofs will only be inspected by the use of a 3m ladder or from vantage points with the subject property. Roof/loft spaces will be visually inspected from the hatch area, unless it is safe to enter. The hatch will only be accessed if it is accessible by a 3m ladder and not screwed shut.
Rainwater fittings	Visually inspected from ground height, with the use of binoculars.
Main walls	Visually inspected from ground height with the use of binoculars. Foundations and concealed parts of the structure of the property will not be inspected.
Windows, external doors & joinery	All windows and doors will be opened when possible, if keys are available. Doors and windows will not be forced open and / or damaged. Visually inspected from ground height, with the use of binoculars.
External decorations	Visually inspected from ground height, with the use of binoculars.
Conservatories	Visual inspection.
Garages & permanent outbuildings	Visual inspection.
Outside areas & boundaries	Visual inspection.

Drainage	<p>Inspection chambers will be lifted where possible and visible pipework will be visually inspected. Private drainage systems (septic tanks etc) will not be inspected. We sometimes cannot raise manhole covers if they are inset with heavy pavings, rusted or screwed down.</p>
Ceilings	Visual inspection.
Internal walls & decorations	Visual inspection, and inspected for dampness using a meter.
Floors including sub floors	<p>No floor coverings, or carpets will be lifted. Surfaces of exposed floors will have a visual inspection.</p> <p>Spaces between floors, will only be inspected from easily accessible and obvious inspection hatches that are not screwed down. Floorboards are not lifted.</p>
Internal joinery & kitchen fittings	Built in units and cupboards will be inspected, however no stored items will be removed. Kitchen fittings will be inspected, but no inspection or comment can be made on electrical appliances.
Chimney breasts & fireplaces	Visual inspection of the exterior. No testing of flues, or flue fittings will be carried out. None of the internal aspects of the chimney breast or flue will be inspected.
Cellars	Where there is a safe and obvious means of access, a visual inspection will be carried out.
Electricity	No tests whatsoever will be carried out to the system or appliances. Visual inspection of the exposed aspects will take place, however no fittings will be removed.
Gas	No tests whatsoever will be carried out to either the installation or appliances. A visual inspection of exposed aspects will take place.
Water, plumbing & bathroom fittings	<p>A visual inspection of the accessible pipework, water tanks, cylinders and fittings – without the removal of insulation.</p> <p>Taps will be operated individually, however stopcocks and control valves will not be tested.</p> <p>W/C's will be flushed.</p>
Heating & hot water	No tests whatsoever will be carried out to the system or appliances. Accessible parts of the system will be visually inspected.
Flats	<p>Roof spaces will not be entered unless the access is from within the subject flat. Flats and communal areas providing access to the subject flat, will be inspected as outlined above.</p> <p>Communal drainage will not be inspected.</p> <p>Flats roofs on blocks of flats will not be inspected.</p> <p>The block which the subject property is found will be inspected, including external communal areas, to the extent that an opinion can be given on its overall</p>

	condition and the general standard of repairs & maintenance.
Legal Issues	Any issues that we think need investigation by your legal advisor will be identified, but not investigated by us. We do not investigate whether a property had planning permission or Building Regulation Approval.

It is sometimes not possible to inspect a property as specified above. If this is the case then the Surveyor shall make specific comment to this within the report.

THE REPORT

What this report tells you:

This report tells you:

- About the construction, value and condition of the home on the date it was inspected
- Whether quotes, further enquiries or investigations are needed
- The reinstatement cost for insurance purposes derived from data supplied by the Building Cost Information Service (BCIS).
- The **Housebuyers Report Plus** report can comment on the feasibility of proposed alterations but does not comment on whether planning permission is likely to be forthcoming, likely costings or construction methods. This type of report will contain a schedule of photographs.

The report's main aim is to tell you about any defects that need urgent attention or are serious. It also tells you about things that need further investigation. The report concentrates on items which may cause you to alter your offer for the property. Minor items that would not normally affect a buyers decision to purchase are generally not reported. This is a level two type of report similar to the RICS Homebuyers Report. Its scope is designed to fall between a Full Building Survey and a Valuation report. If you require more technical advice on actual repair methods, alterations and construction detail, then a Full Building Survey may be more appropriate and you should discuss this with us. A referral commission is sometimes paid by us to introducing parties but our professional opinions are not affected in any way.

The reports are usually ready to be sent to you three **working days** after the day of inspection. The report applies clear '**condition ratings**' to the major parts of the main building. The property is broken down into separate elements, and each element will be given a condition rating:

Category 3	Category 2	Category 1
Defects which are serious and/or need to be repaired, replaced or investigated urgently before purchase.	Defects that require repairs or replacement. Quotes are required before purchase with the work undertaken after occupation.	No immediate action or repair is needed. The property must be repaired and maintained in the normal way.

What this report does not tell you:

- It does not tell you about minor defects that would not normally affect an average purchasers decision to buy the property. It concentrates on significant items that are urgent, significant or need further investigation.
- The report does not give advice on the cost of any repair work or the types of repair which should be used. Advice about which type of contractor to contact is given.
- The report is not an asbestos inspection under the Control of Asbestos at Work Regulations 2002, nor is it an Environmental Report or Environmental Survey.

- The report can only comment on what the Surveyor can actually see or access within the practical limitations of inspecting someone's home. We can't always identify hidden or concealed defects and we do not ever damage, dismantle or force open parts of someone's property.
- The report does not include any investigations into legal issues or planning matters.

If you need advice on subjects that are not covered by the Housebuyers Report, you must arrange for it to be provided separately. We will be happy to discuss this with you to ensure you get appropriate advice.

The Report will provide a summary of information regarding the condition of the property as detailed above, on the day of inspection. We will also provide information on accommodation, general construction, value, location & neighbouring areas.

DELIVERY OF THE REPORT

The reports are normally ready three working days after the inspection. We are trying wherever possible to reduce the company's environmental impact in usage of plastic report bindings, disposal of old ink cartridges and wasteful usage of paper. Therefore, in common with most companies who provide written information, our reports are all provided electronically as a PDF email. The reports are all stored permanently on our secure servers should you ever require additional copies in the future. Hard copies are available upon request, but please carefully consider the environment and whether you really do actually need a hard copy before requesting one. We reserve the right to charge £5 for each hard copy requested to cover our postage and binding costs.

PAYMENT

Please reply to us confirming that you accept these terms of business. We cannot act for you until this has been received. Payment is due before the day of the survey. We are not able to act for you until payment in full has been received. We accept cards, cheques or internet bank transfers. The payment information will all be on the invoice sent to you after you have accepted our terms of business.

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If you would like to instruct us to act for you, please electronically sign below and return the form to us: