

# GEM Associates

**Independent  
Chartered Surveyors  
ASSOCIATED OFFICES NATIONWIDE**

**Registered Office**

Hoo View House  
44a Stanley Street  
Bedford  
Bedfordshire,  
MK41 7RW  
Telephone: 01234 355358

Dear Sir/Madam

Re: Survey

We have been commissioned by the prospective purchasers of your property to carry out a Survey on your home.

To enable us to provide a comprehensive report on your property it would be appreciated if you could answer the following questions as fully as possible and return them to us by email – [GEMsurveyors@aol.com](mailto:GEMsurveyors@aol.com), or by fax on 01525 384995 or alternatively hand it to / leave it for the Surveyor at the time of the survey.

If there are sections that do not apply please mark these N/A and if you are unable to answer N/K (not known).

Thank you for your co-operation in this matter.

Finally as you are moving house are you buying a new one ? If so why not visit our website [www.HomeTruths.co.uk](http://www.HomeTruths.co.uk) - you may find some information that helps you.

Yours faithfully

For and on Behalf of  
GEM Associates Limited Chartered Surveyors

# GEM Associates

## Independent Chartered Surveyors

ADMINISTRATION OFFICE  
01234 355358

### 1.0 GENERAL INFORMATION

- 1.1 How long have you lived at the property ?
- 1.2 How old is the main property ?
- 1.3 Has the property been extended or altered ? Yes / No  
If Yes – how long ago ?
- 1.4 Are you aware of any disputes with neighbours in respect of boundaries, trees, etc ? Yes / No
- 1.5 Have you experienced any flooding at the property ? Yes / No  
If Yes - when ?

### 2.0 PLANNING

- 2.1 Are there any approved plans for extensions still current, but not yet carried out ? Yes / No
- 2.2 Are you aware of any planning/highway proposals that will affect the property ? Yes / No

### 3.0 SERVICES

#### 3.1 Location

- 3.1.1 The external stopcock is located
- 3.1.2 The internal stopcock is located
- 3.1.3 Electricity mains on/off switch is located
- 3.1.4 Fuse box / circuit breaker is located
- 3.1.5 Gas on/off control is located

#### 3.2 Drainage

- 3.2.1 Is the property connected to Mains drainage Septic tank Cess pool
- 3.2.2 Is any part of the drainage system shared ? Yes / No
- 3.2.3 If manholes are not located within the boundaries of the site where are they

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### **3.3 Plumbing**

3.3.1 Have there been any plumbing leaks within the last 5 years (if so please give details) Yes / No

### **3.4 Heating**

3.4.1 How is hot water / central heating supplied

3.4.2 Is the heating system regularly serviced (please give details of when last serviced) Yes / No

3.4.3 How old is the boiler installation ?

### **3.5 Electricity**

3.5.1 When was the electric system last tested ?

3.5.2 Has the system been extended / altered ? Yes / No

## **4.0 STRUCTURE**

### **4.1 Structural Alterations / Additions**

4.1.1 Have any structural alterations or additions been made ? Yes / No

4.1.2 If yes was Planning Permission / Building Control Approval obtained ? Yes / No

### **4.2 Chimneys**

4.2.1 Are the chimneys in the property in use and if so when were they last swept ? Yes / No

4.2.2 Have any chimneys / chimney breasts been removed in whole or in part ? Yes / No

### **4.3 Roofs**

4.3.1 Have there been any recent roof leaks ? Yes / No

4.3.2 In the case of any flat roofs please advise when last re-covered and by whom.

4.3.3 Is the roof space boarded out ? Yes / No

### **4.4 Walls**

4.4.1 Have the walls been insulated? Yes / No

4.4.2 Have any wall ties been replaced ? Yes / No

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### **4.5 Subsidence / Settlement / Movement**

- 4.5.1 Are you aware of any settlement / subsidence / movement to the property ? Yes / No
- 4.5.2 Are you aware of any internal or external cracks to the property (please give details) ? Yes / No
- 4.5.3 Has the property ever been monitored for/reported on regarding structural movement ? Yes / No
- 4.4.4 If yes please give details.
- 4.4.5 Has the property / foundations been underpinned (please give details) ? Yes / No
- 4.4.6 Has any insurance claim been made in relation to subsidence / settlement / movement ? Yes / No

### **5.0 DECORATIONS**

- 5.1 When was the property last painted externally ?
- 5.2 When was the property last decorated internally ?

### **6.0 TIMBER / DAMP TREATMENT**

- 6.1 Has any timber infestation (woodworm) treatment taken place ? Yes / No
- 6.2 Are you aware of any dry rot / wet rot in the property ? Yes / No
- 6.2.1 If yes has the area / areas been treated ? Yes / No
- 6.3 Has a damp proof course been inserted / reinserted ? Yes / No

### **7.0 HAZARDS**

- 7.1 Are you aware of any hazards to the property such as Radon / electro magnetic fields ? Yes / No
- 7.2 Are you aware of any asbestos in the property (including garage if applicable) ? Yes / No
- 7.3 Are you aware of any lead pipework to the property ? Yes / No

### **8.0 EXTERNALLY**

- 8.1 Are there any paths, drives etc used jointly with anyone else ? Yes / No
- 8.2 Which boundary fences / walls are you responsible for ?
- 8.3 Are there any issues relating to trees / hedges in your / the adjoining property ? Yes / No

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## **9.0 ANY OTHER MATTERS WHICH MAY BE OF INTEREST / HELP TO THE SURVEYOR ?**

9.1 Please detail here any other relevant information not covered by our questions.

Thank you for completing this questionnaire. To assist the Surveyor during his inspection it would be appreciated if you could:

1. Clear out airing cupboards etc in which hot water cylinders, stop cocks etc are located;
2. Clear access into any roof spaces;
3. Make available keys to window locks;
4. Arrange for the central heating and radiators to be turned on at some point during the survey;
5. Make available any copies of guarantees for double glazing, woodworm treatment etc;

Full Address (including Post code)

Signed: ..... Owner or part owner Yes or No

Please print name: ..... Dated: .....