

Property Details	
Address	Post code
RICS valuation £	Original price of property (100%) £
RICS valuation issue date	Original share of property owned %
Estate agent price to market £	Current share owned %
Links to property sales details	

Third Party Details		
	Estate Agent Details	Solicitors Details
Firm		
Name		
Address		
Postcode		
Contact number		
Email		

Declaration	
I/we understand that:	
Heylo charge an admin fee of £450 + vat = £540 for handling the transaction. This will be deducted on completion.	
You will be liable to pay your own solicitors fees (heylo will bear the cost of our own solicitors fees)	
You will be liable for the estate agents fees	
You will be liable for the RICS valuation fee.	

Next Steps	
If you wish to proceed with the sale, please send the following to resales.staircasing@heylohousing.com	
<ul style="list-style-type: none"> The RICS valuation A formal email stating you are putting the property on the market, along with this signed document 	
You will be able to start marketing your property at a price no less than the RICS valuation.	

Leaseholder		
	Leaseholder 1	Leaseholder 2
Signature		
Name printed		
Date		