

CLIENT INVOICING:

Property Address _____
 Client's Full Name _____
 Company Name *(If Applicable)* _____

Client's Address _____
 Telephone Number _____
 Email Address _____

DESKTOP INFORMATION:

Property Address _____
 Estimated Property Value _____
 Property Class *(Residential, Commercial, Semi-Commercial)* _____
 Property Description *(Terraced, Detached etc.)* _____
 Number of Floors and Square Footage _____
 Age of Property _____
 Current Condition _____

Photos YES NO

EPC, attached if possible YES NO

AST Terms *(if applicable)* _____
 Previous Sales Particulars/Valuation, attached if possible _____
 Does the property have planning in place? _____
 Planning portal details *(if applicable)* _____