



MIKHAEL LAWYERS
S O L I C I T O R S

Selling — Client Questionnaire

Please complete this questionnaire so we can prepare your contract for sale. If anything does not apply, simply write **N/A**. Contact us any time if you are unsure.

1 YOUR DETAILS (VENDOR)

FULL LEGAL NAME(S), AS ON TITLE

DATE OF BIRTH

MOBILE

RESIDENTIAL ADDRESS

EMAIL

SELLING AS

☐ Individual ☐ Company ☐ Trust ☐ SMSF

2 THE PROPERTY

PROPERTY ADDRESS

TITLE REFERENCE (LOT / PLAN), IF KNOWN

PROPERTY TYPE

☐ House (Torrens) ☐ Apartment / Unit (Strata) ☐ Vacant land ☐ Rural ☐ Community title

IS THE PROPERTY CURRENTLY TENANTED?

☐ No ☐ Yes



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3 MORTGAGE / FINANCE

IS THERE A MORTGAGE ON THE PROPERTY?

☐ No ☐ Yes

LOAN / ACCOUNT NUMBER (IF KNOWN)

4 SELLING AGENT

AGENCY

AGENT NAME

AGENT PHONE / EMAIL

ASKING / EXPECTED SALE PRICE

5 INCLUSIONS & EXCLUSIONS

INCLUSIONS (FOR EXAMPLE DISHWASHER, BLINDS, LIGHT FITTINGS)

EXCLUSIONS (ITEMS NOT INCLUDED IN THE SALE)

6 STRATA (APARTMENTS / UNITS ONLY)

STRATA PLAN NUMBER

STRATA MANAGER (NAME & CONTACT)

7 TAX

ARE YOU A FOREIGN RESIDENT FOR TAX PURPOSES?

☐ No ☐ Yes

A Foreign Resident Capital Gains Withholding Clearance Certificate from the ATO is required for most sales. We will guide you.



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8 ANYTHING ELSE WE SHOULD KNOW

SPECIAL CIRCUMSTANCES, DEADLINES, OR REQUESTS

9 IDENTITY VERIFICATION & SIGNATURE

We are required by law to verify your identity before acting. We will send you a secure InfoTrack link, or you may bring your ID to our office (approximately \$45 per person, charged as a disbursement).

SIGNED

DATE
