

Schedule 1

PROPERTY TRANSACTION QUESTIONNAIRE

Any property transaction will entail the (would-be) buyer having a “buyer beware” duty (in that he or she is responsible for researching the property of his or her choice in order to form as good a picture of it as possible) and the seller, a disclosure duty (in that he or she has to make known any facts or circumstances relating to the property that he or she might reasonably consider as having relevance to his or her buyer). This questionnaire has been specifically designed to make it easier for those who have engaged VBO as their selling agent to meet their disclosure obligations.

The seller of a property in addition to having to disclose to his or her (would-be) buyer any (hidden) defects to the property he or she is aware of must also ensure that hand-over to the new owner takes place subject to “free and clear title”, i.e. without any restrictions of a legal nature (such as mortgages or easements) not previously having been disclosed to and accepted by the buyer. Please note that it is your responsibility as a seller to prevent property encumbrances transferring unbeknownst to your buyer!

This questionnaire has been designed to help your VBO estate agent prepare the contract of sale for the property you are selling and, where appropriate, document the detailed written arrangements regarding practical and/or legal defects to the property your buyer has agreed to assume responsibility for. You will appreciate the importance of your answering all questions accurately and to the best of your knowledge and belief. We cannot stress too much how important it is for you to liaise with your estate agent if you need additional information or are not entirely sure how to answer particular questions: your VBO agent, after all, is the trusted property expert who will help you prepare for and document the sale of your property as well as coach and advise you while you negotiate what tends not to be as straightforward a path as you might have expected.

It is up to you to choose between digital and pen-based completion of this questionnaire. Digital completion is achieved by clicking the grey box of your choice to the right of each question, then using the tabulator (“tab”) key to move on to the next question.

Property transaction questionnaire

Any question answered in the affirmative requires an explanation. If you run out of space, use the “Inventory of particulars/supplementary information” forming part of this questionnaire and indicate per explanation which question it relates to. If you are not sure how to answer a particular question or find it confusing, put a question mark against the question and ask your VBO agent how to proceed.

1. This questionnaire relates to the sale of the following property:	
Adress	Topaaslaan 35
Postal code and city or town	2332JC, Leiden
Year built	2005

2. Purchase and use			
a.	Have any (supplementary) (notarial) records been drawn up with respect to your property since you assumed ownership?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
b.	Have any arrangements with neighbouring property owners been entered into? <i>(These might include arrangements regarding the use and/or maintenance of a gate, yard, strip or patch of land, shed, fence or hedge, garage, and so on, or (oral) agreements or commitments entered into between yourself and multiple neighbours.)</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
c.	Do the current property boundaries concur with the land registry boundaries as far as you know?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
d.	Are the structures within your plot located within your property boundaries in their entirety and is the same true for neighbouring structures?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no

3 . Long-term land lease, (right of) usufruct, easements, (right of) superficies, sundry rights and obligations

The enumeration below lists a variety of rights and obligations with which title to a property or parcel of land may be charged. Please tick the appropriate box(es) if you are aware of any of the following applying to the property you are selling::

a.	there is an easement which grants you, as the owner of the “dominant tenement”, the right of way across (part of) a neighbouring plot, or “servient tenement”, not owned by yourself	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
b.	there is an easement which requires you, as the owner of the “servient tenement”, to grant others the right of way across (part of) your plot;	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
c.	you are under the obligation when selling the property to impose (a) particular clause(s) on your buyer (e.g. a ban on selling the garage independently of the dwelling);	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
d.	as the current owner you enjoy rights of a particular nature (e.g. right of superficies for the construction, preservation and use of a structure situated within a parcel of land owned by someone else) or agricultural tenancy rights	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

e.	it is a leasehold property (rather than a freehold) you are selling. <i>If your answer is "no", please disregard the rest of this question. If your answer is "yes", please complete this question before moving on.</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
	<ul style="list-style-type: none"> Amount in (annual) ground rent: € Leasehold trigger point (when current term ends): 		
	<ul style="list-style-type: none"> Is it a perpetual leasehold arrangement? 	<input type="checkbox"/> yes	<input type="checkbox"/> no
	<ul style="list-style-type: none"> <i>If no, when (what year) does the leasehold expire:</i> 		
	<ul style="list-style-type: none"> Has the ground rent been prepaid? 	<input type="checkbox"/> yes	<input type="checkbox"/> no
	<ul style="list-style-type: none"> <i>If yes, until when (year):</i> 		
	<ul style="list-style-type: none"> Is the option available of purchasing the leasehold land? 	<input type="checkbox"/> yes	<input type="checkbox"/> no
	<ul style="list-style-type: none"> <i>If yes, please indicate the purchase price: €</i> 		
f.	as the current owner you enjoy the right to use (part of) someone else's property, either for valuable consideration ("right of usufruct") or on a complimentary basis ("right of use and occupation");	<input type="checkbox"/> yes	<input type="checkbox"/> no
g.	have you granted anyone a "right of first refusal", "right of first offer" or "right of repurchase" where your property is concerned?	<input type="checkbox"/> yes	<input type="checkbox"/> no
h.	have any other clauses been agreed or arrangements entered into with third parties where your property is concerned??	<input type="checkbox"/> yes	<input type="checkbox"/> no
i.	are there any grants or incentives qualifying for transfer to your property/s new owner as far as you know?	<input type="checkbox"/> yes	<input type="checkbox"/> no
j.	are there any other rights and/or obligations affecting your property or parcel of land as far as you know <i>and if so, what are they?</i>	<input type="checkbox"/> yes	<input type="checkbox"/> no

4. Leases and/or lets

	Is your property currently being leased or let or have others been granted the use of it? <i>If your answer is "no", please disregard the rest of this question. If your answer is "yes", please complete this question before moving on.</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
a.	let to / rented out to / use granted to:		
b.	has a lease been signed?	<input type="checkbox"/> yes	<input type="checkbox"/> no
c.	are there any parts of the property of which collective use is made? <i>If so, please set out the relevant details below or use the designated "Inventory of particulars/supplementary information".</i>	<input type="checkbox"/> yes	<input type="checkbox"/> no

d.	is there anything the tenant may remove, or should remove, when the lease is up (e.g. lighting, water heater, flooring, kitchen)? <i>If so, please set out the relevant details below or use the designated "Inventory of particulars/supplementary information"</i>	<input type="checkbox"/> yes	<input type="checkbox"/> no
e.	has the tenant paid in a security deposit and if so, in what amount? €	<input type="checkbox"/> yes	<input type="checkbox"/> no
f.	have you and your tenant(s) come to any other arrangements? <i>If so, please set out the relevant details below or use the designated "Inventory of particulars/supplementary information".)</i>	<input type="checkbox"/> yes	<input type="checkbox"/> no

5. Public-law restrictions

Do any of the following restrictions apply to the property you are selling as far as you know? <i>If your answer is "yes", please complete this question before moving on</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
<input type="checkbox"/> restriction(s) under the Municipalities (Preferential Rights/Wet voorkeursrecht gemeenten) Act of the Netherlands (resulting in the municipal authorities enjoying a right of first refusal/offer where your property is concerned)		
<input type="checkbox"/> restriction(s) owing to land consolidation (= rearrangement of designated parcels of land)		
<input type="checkbox"/> restriction(s) owing to expropriation (= compulsory sale and purchase)		

6. (Legal) Proceedings

Do you know of any property-related proceedings currently being under way with the rent assessment board, the court or any other institution (e.g. in an expropriation context)? <i>(If so, please set out the relevant details below or use the designated "Inventory of particulars/supplementary information"</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
Have you filed notice of objection to the "WOZ value" (this being the value "for Valuation of Immoveable Property Act purposes") the municipal authorities have put on your property? <i>If so, please set out the relevant details below or use the designated "Inventory of particulars/supplementary information"</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

7. Value Added Tax charges

Would the sale of your property involve value-added tax being charged as far as you know?
(Value-added tax liability may apply to transactions involving former commercial properties, residential-cum-practice properties or properties having undergone extensive remodelling)

yes no

8. Building insurance (you may skip this question if it is an apartment you are selling)

a. Has your insurance agent/company confirmed the building insurance you have taken out for your property as being adequate (in that it should cover the cost of reconstruction)? yes no

b. Please state the sum insured as per your building insurance contract: €

Please attach a copy of the relevant building insurance policy schedule.

9. Official notices

Have any notices been announced or issued in connection with the property – be it by the authorities or by any of the utility companies – for urgent ((infra) structural) repairs that have not yet been made or (properly) completed?
If so, please attach copies of the relevant documentation.

yes no

10. Recovery of grants

Have any grants or incentives been disbursed in the past (part of) which the grant or incentive provider, as appropriate, could lay claim to when the property is sold?
(Examples include grants in connection with maintenance, refurbishment, insulation or the sale of what used to be rental accommodation, mostly in connection with listed buildings or as part of the owner-occupied housing improvement drive.)

yes no

11. Commonhold Association/Cooperative Flat Exploitation Society membership rights and privileges

Does ownership of the property you are selling entail membership of a Commonhold Association (in Dutch: “Vereniging van Eigenaren” or “VvE” for short) or Cooperative Flat Exploitation Society (in Dutch: “Coöperatieve Flatexploitatievereniging”)?
*If your answer is “no”, please disregard the rest of this question.
 If your answer is “yes”, please complete this question before moving on.*

yes no

a. Commonhold Association’s Commercial Registry file number: 51176297

b. Property manager’s or administrator’s details:
 Name: JWA Beheer
 Adress: cilinderweg 1
 Postal code and city or town: 2371 DZ Roelofarendsveen
 (Mobile) Telephone number:

c.	Monthly service charge: €	158,63	
d.	The monthly service charge is inclusive of:		
	• Building insurance	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
	• Glazing insurance	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
	• Cleaning charges	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
	• Caretaker/janitor	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
	• Prepayment in connection with (district) heating	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
	• Prepayment in connection with (major) property repairs	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
	• Other charges (please elaborate):		
e.	Has a long-term maintenance scheme been prepared for the complex?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
f.	Has the Commonhold Association taken out building insurance, liability insurance and legal expenses insurance?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
g.	What is the annual frequency of Commonhold Association meetings?:	every 2 years	
h.	Additional relevant information (please elaborate):		
i.	If your property has been fitted with "hard flooring", does said flooring comply with the Commonhold Association's sound insulation/noise abatement standards?	<input type="checkbox"/> yes	<input type="checkbox"/> no NVT
j.	Has the Commonhold Association granted you permission where said "hard flooring" is concerned?	<input type="checkbox"/> yes	<input type="checkbox"/> no NVT
k.	Has your flooring caused any of your neighbours to experience noise-related or other problems?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
Please attach copies of the following documentation:			
<ul style="list-style-type: none"> • Minutes of most recently held Commonhold Association meeting • Budget and financial report for most recently completed (financial) year • Long-term maintenance scheme • (Notarial) Instrument of property division • (Model) Regulations governing property division • (Internal) Byelaws (where appropriate). 			

12. Service contracts and warranties

a.	Do any of the appliances on the premises (e.g. water heater) or any of the property's structural elements (e.g. dormer window) come under a rental, leasing or hire-purchase agreement and if so, would it be possible for your buyer to take your place as a party to the relevant contract? <i>(If so, please attach copies of the relevant documentation.)</i>	<input type="checkbox"/> yes <input type="checkbox"/> yes	<input checked="" type="checkbox"/> no <input type="checkbox"/> no
b.	Are there any service contracts and/or warranty schemes for items that are to be included in the sale of the property (e.g. structural warranty for new-builds, central heating service contract, kitchen appliance or (combination) boiler warranties) and if so, what are they?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
c.	Has a structural warranty certificate for new-builds (in Dutch: "GIW-certificaat") been issued for your property and if so, has the certificate been (re) registered in your name? <i>(Please attach a copy of said certificate where appropriate)</i>	<input type="checkbox"/> yes <input type="checkbox"/> yes	<input checked="" type="checkbox"/> no <input type="checkbox"/> no

13. Owner-occupied housing improvement

a.	Does your property/the complex of which your apartment forms part qualify for admission to an owner-occupied housing improvement scheme and/or could it be designated accordingly as far as you know, and if so, has a budget/cost estimate been publicised regarding the aggregate cost on reference to any grants that may be available? <i>(If so, please attach copies of the relevant documentation.)</i>	<input type="checkbox"/> yes <input type="checkbox"/> yes	<input checked="" type="checkbox"/> no <input type="checkbox"/> no
b.	Have you agreed in writing to the relevant work being carried out?	<input type="checkbox"/> yes	<input type="checkbox"/> no
c.	Have you funded the relevant work by taking out a bank loan.	<input type="checkbox"/> yes	<input type="checkbox"/> no
	<i>If so, with which bank?:</i>		
d.	The work is scheduled to commence on:		

14. Condemnation

Has your property been declared uninhabitable or has it had condemned status at any time in the past?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
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15. Heritage status

Has your property been designated as a (nationally) listed building, part of an urban conservation area, municipally listed building or "visually prominent" building or has a decision been made to proceed with such designation, as far as you know?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
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16. Refurbishment

a.	Has the property undergone the sort of refurbishment/renovation which would have required the municipal authorities to grant planning permission? <i>If so, please elaborate</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
b.	In so far as the property has undergone the aforementioned sort of refurbishment/renovation, was planning permission obtained from the municipal authorities? <i>If not, please elaborate</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

17. Use

a.	What is the property's current use (e.g. residential, practice, retail, storage, et cetera)?		
b.	Has government permission been granted where the property's current use is concerned?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
c.	What is the current "designated use" of the property according to the municipal authorities, as far as you know? To live		
d.	Information concerning the next-door neighbours on your left (facing the street from the premises) Family composition and family members' ages (including children's ages): Father's age: 30s Mother's age: 30s Children's ages: n/a		
e.	Information concerning the next-door neighbours on your right (facing the street from the premises) Leeftijden van rechter buren (ook kinderen meenemen): Father's age: 30s Mother's age: 30s Children's ages: n/a		
f.	Has/have any of your neighbours (including upstairs or downstairs neighbours where appropriate) consistently been causing you nuisance and if so, what kind of nuisance?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

Structural condition

It is up to the vendor of a property to bring the purchaser up to date as accurately as possible on any such defects to the property as the vendor is aware of. If your answer to any of the questions below is in the affirmative, please provide the relevant details below or use the designated "Inventory of particulars/supplementary information".

18. Foundations/footings, crawl space, cellar/basement			
a.	Are the foundations/footings in less than perfect condition or have they ever been? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
b.	Is the crawl space affected by damp or water-logged?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
c.	Is it possible to enter the crawl space?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
d.	Is the cellar/basement affected by penetrating damp or water ingress?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
e.	Do you know of any changes having been made to the water table level in recent years?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

19. Elevations

a.	Are any of the elevations affected by penetrating damp or damp spots? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
b.	Do any of the elevations feature cracks that have not been repaired? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
c.	Has the property been fitted with wall insulation?	x yes	<input type="checkbox"/> no
d.	Is the property affected by chloride-induced damage/rusting ("concrete decay") as far as you know? (<i>Concrete decay (or "concrete carbonation") has been observed in the crawl spaces of homes built in the period from 1965 to 1980 using precast concrete floor elements manufactured under the Kwaaitaal, Manta and other brand names. Other concrete elements such as balconies may be similarly affected.</i>)	<input type="checkbox"/> yes	x no
e.	The property features concrete floor elements manufactured under the Kwaaitaal and/or Manta brand names.	<input type="checkbox"/> yes	x no
f.	Has the elevation ever been cleaned/impregnated and if so, how? <input type="checkbox"/> Dry (using an abrasive) <input type="checkbox"/> Wet (using a chemical product followed by a water rinse) <input type="checkbox"/> Differently (please elaborate):	<input type="checkbox"/> yes	x no
g.	Have (any of the) elevations been cleaned in the past?	x yes	<input type="checkbox"/> no

20. Window and door frames, windows

a.	Are any of the windows, doors or locks defective? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
b.	Have any of the keys gone missing? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
c.	Is any of the double glazing on the premises affected by condensation due to a broken seal? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
d.	Are any of the window or door frames affected by wood rot? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
e.	When did you last have the exterior paintwork (re) done: n/a		

21. Floors, ceilings and walls

a.	Is the property affected by rising and/or penetrating damp? <i>If so, please indicate where:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
b.	Is the property affected by mould? <i>If so, please indicate where:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
c.	Do you know of any defects to the floors? <i>If so, please indicate where:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
d.	Has the current flooring been installed on top of pre-existing flooring? <i>If so, please indicate where what has been covered up:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
e.	Have insulation measures been taken? <i>If so, please where what kind of insulation has been installed:</i>	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no

f.	The floor at ground-floor level is made of: x concrete <input type="checkbox"/> wood <input type="checkbox"/> other, please elaborate:
g.	The upper-storey floor(s) is (are) made of: x concrete <input type="checkbox"/> wood <input type="checkbox"/> other, please elaborate:
h.	Grade (quality): Good

22. Roof and roofing

a.	Has your property's roof/have your property's roofs ever been affected by leaks? <i>If so, please indicate the precise location(s) of the leak(s):</i>	<input type="checkbox"/> yes	x no
b.	Have you ever had (any portion of) the roof renewed/repaired? <i>If so, please indicate where and when: See VvE documents</i>	x yes	<input type="checkbox"/> no
c.	Does your property (or any part of it including extensions, the garage, storage facilities, et cetera) feature a flat roof? <i>If so, please indicate when the current roof(s) was (were) originally installed.:</i>	x yes	<input type="checkbox"/> no
d.	Do you know of any defects to the roof? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
e.	Has the roof been fitted with insulation?	x yes	<input type="checkbox"/> no
f.	Do you have any knowledge of rainwater drainage problems?	<input type="checkbox"/> yes	x no
g.	Is any part of the guttering/downpipe system defective?	<input type="checkbox"/> yes	x no

23. Fixtures and fittings		
a.	Are any of your property's fixtures and fittings defective or sub-standard as far as you know? <i>(Examples include pipes, ducts and conduits for gas, water and electricity, the central heating system, any of the property's mechanical installations [?], any of the appliances, the (retractable) awnings, the (space) heaters, the thermostat, et cetera.)</i> <i>If so, please elaborate:</i>	<input type="checkbox"/> yes x no
b.	Has the property been fitted with radiators or are there rooms without heating? <i>If the latter, please elaborate:</i>	<input type="checkbox"/> yes x no
c.	Are any of the radiators or water feed or discharge pipes leaky? <i>If so, please indicate which ones/where:</i>	<input type="checkbox"/> yes x no
d.	Has the electrical installation been brought up to date in terms of (expansion to) the appropriate number of circuits, proper wiring, et cetera? <i>If so, please indicate when what was done:</i>	<input type="checkbox"/> yes x no

24. Chimneys, flues and/or vents		
a.	The chimney stack(s) was (were) most recently swept in (year): n/a	
b.	Does the property boast a connection to the public sewer system? <i>If no, please indicate what alternative wastewater discharge facility is available:</i>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
c.	It is customary for a property to boast a connection to the public sewer system. Is this any different for the property you are selling? Is a septic tank or cesspit being used? Has a septic tank or cesspit remained behind on the premises?	<input type="checkbox"/> yes x no <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> yes <input type="checkbox"/> no
d.	Are there any problems involving hand basin, bathtub, shower, (kitchen) sink, lavatory bowl or other discharge connections? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes x no
e.	Are there any problems involving rain water drainage? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes x no

f.	Have any of the hand basins, the shower, the bathtub, the lavatory bowl(s), the (kitchen) sinks, the taps, et cetera been damaged <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
<i>In so far as measures have previously been implemented to fix one or more of the aforementioned defects or flaws, please elaborate and attach the relevant warranty certificates/other documentation in corroboration..</i>			

25. Contamination

a.	Has the soil of your property been established as being contaminated as far as you know or would you rate the likelihood of the soil being contaminated as strong? <i>If yes, do you know who or what has been the cause of the contamination?</i> <i>If yes, why would you rate the likelihood as strong?</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no
b.	Have the municipal or provincial authorities served you with a soil survey or soil remediation order?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
c.	Is there, or has there ever been, an underground oil tank on the premises? <i>If yes, has said tank since been emptied out/cleaned out/removed?</i> <i>Please attach the relevant corroborating documentation (e.g. KIWA certificate)</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no
d.	Has the property (or the shed, where appropriate) been fitted with fibre cement ("Eternit") sheets or asbestos containing materials? <i>(Fibre cement or "Eternit" comes in solid grey (when unpainted) sheets of about a fifth of an inch thick.)</i>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

26. Miscellaneous issues and/or defects

a.	Do you know the property to be affected by woodworm, longhorn beetle, death watch beetle or other wood boring insects and/or by fungus or mould? <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
b.	Does your property feature any other defects or flaws that could help sway a would-be buyer's decision for or against it? <i>(Examples include subsidence, leaks, et cetera.)</i> <i>If so, please elaborate:</i>	<input type="checkbox"/> yes	x no
c.	Is local on-road parking governed by a resident's parking permit scheme?	<input type="checkbox"/> yes	x no

27. Structural survey

a.	Has a structural surveyor's report (recently) been drawn up for your property? <i>If so, please attach a copy</i>	<input type="checkbox"/> yes	x no
b.	Have you obtained an energy performance certificate (energy label) for your property? <i>If yes, please fill in the energy label's number:</i> <i>If yes, please attach a copy of the energy label</i> <i>If no, please confer with your VBO agent on having an energy label drawn up</i>	x yes	<input type="checkbox"/> no

28. Municipal taxes and District Water Board charges

What were the charges as per your most recent municipal tax assessment? See WOZ aanslag

a.	Property taks (residential)	Tax year:	€
b.	Property tax (non-residential) ownership charge User charge	Tax year:	€ €
c.	District Water Board charges		€
d.	(Water) Pollution charge/sewerage charge	Tax year:	€
e.	Your property's "WOZ value" (value "for Valuation of Immoveable Property Act purposes")	Tax year:	€
f.	Are you currently in arrears regarding the payment of any of the relevant tax charges or levies?	<input type="checkbox"/> yes	<input type="checkbox"/> no
g.	Are you currently in arrears regarding your ground rent payments (where appropriate)?	<input type="checkbox"/> yes	<input type="checkbox"/> no

29. Energy bill

a.	From which utility company are you sourcing your energy?	Essent (Groene Stroom) / vattenfall
b.	What is your monthly (pre) payment to your utility company?	€18 + €65
c.	<p>The above amount covers:</p> <p><input type="checkbox"/> (potable) water</p> <p>x power</p> <p>x gas</p> <p><input type="checkbox"/> cable connection</p> <p><input type="checkbox"/> other (please elaborate).: Water is with Dunea €40 every quarter (3 months)</p>	

30. Deceased estate

a.	<p>Has the owner, or have any of the owners, of the property since deceased? <i>If so, has he or she left any under-age children?</i></p>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no
b.	<p>Has a probate notary been engaged to help wind up the deceased estate and if so, who is he or she?:</p> <p>Notary's name:</p> <p>Notary's address:</p> <p>Postal code and city or town:</p> <p>Office telephone number:</p>		

31. Divorced estate

a.	<p>Have the owners of the property since divorced? <i>If so, please elaborate on your dispositional powers where the property is concerned:</i></p> <p><input type="checkbox"/> oral agreement</p> <p><input type="checkbox"/> written agreement</p> <p><input type="checkbox"/> covenant</p> <p><input type="checkbox"/> notarial instrument</p> <p><input type="checkbox"/> arrangement between respective legal representatives</p> <p><input type="checkbox"/> other (please elaborate).:</p>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
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32. Married status

a.	As the property's owner are you married or civilly partnered?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
b.	Is the property being lived in by you and your life partner? <i>If so, is your selling the property contingent upon the consent of your spouse or civil partner?</i>	<input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> yes	<input type="checkbox"/> no <input type="checkbox"/> no

33. Cohabitators

a.	Are you and your partner making shared use of the property without being married to or civilly partnered with one another?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
b.	Have you and your partner concluded a (notarial) cohabitation contract in which the sale and occupation of the property are addressed?	<input type="checkbox"/> yes	<input type="checkbox"/> no

34. Additional details

If there is anything else you feel your (would-be) buyer should be made aware of or if there is anything you feel you should elaborate upon, please include your notes to the relevant effect in the “Inventory of particulars/supplementary information” forming part of this questionnaire.

Signature

The undersigned vouch(es) for having completed each of the questions set out hereinbefore to the best of his/her/their knowledge and belief.

The vendor in addition to the above hereby vouch(es) for having disclosed to the purchaser such information concerning the property as is commonly regarded as having to be so disclosed. The vendor(s) appreciate(s) that any incorrect and/or incomplete disclosure of facts on his/her/their part will enable the buyer to lay claim to damages and/or bring remedial action.

The vendor(s) vouch(es) for his/her/their continued use and maintenance of the property until the date of completion in such manner as would commonly be regarded as customary.

Personal details

Family name and prefix(es) if any::	XXXXXXXXXX
Given name(s):	XX
House number and street:	XXXXXXXXXX
Postal code and city or town:	XXXXXXXXXX
E-mail address:	XXXXXXXXXX
Home telephone number:	XX
Mobile telephone number:	XXXXXXXXXX
Office telephone number:	XX

Done and signed in on this 26 of Aug 2021

Signature



Signature

This questionnaire including all schedules is intended for use by members of VBO. Use by others is prohibited (Copyright VBO 2019, version 2019_1).

Please tick the boxes below to indicate which documents you have forwarded to us?

We would like to receive the following documents (copies) as soon as possible of the following (if applicable and in your possession):

- Copy of passport or identity card
- Property transaction questionnaire
- Inventory of (semi) movables included in property transaction
- Title deed
- Divorce covenant and (notarial) instrument of division (allocation) where you are now divorced
- (Notarial) Certificate of admissibility to (deceased) estate where the property has been inherited
- Offer for purchase of land from municipality
- Any and all other records in creation of or relation to rights pertaining to your property
- Energy performance certificate (energy label)
- Commonhold Association documentation:
 - Minutes of most recently held Commonhold Association meeting
 - Budget and financial report for most recently completed (financial) year
 - Articles of association
 - Long-term maintenance scheme
 - (Notarial) Instrument of property division
 - (Model) Regulations governing property division
 - Byelaws (where appropriate).
- Warranty certificates and ownership records
- Mortgage deed(s) and reference to residual mortgage indebtedness
- Municipal tax assessments (property tax, pollution charges, District Water Board charges, sewerage charges, polder charges, encroachment charges, et cetera).
- Notices from the authorities or utility companies for urgent ((infra) structural) repairs to be made
- Blueprints, construction/remodelling drawings, sales brochures, structural surveyor's report
- Most recently issued incentive ruling where the property comes under an incentive scheme
- Cohabitation contract where you and your partner have been sharing the property and the contract addresses the sale of the property
- Lease(s)
- Any other documentation of potential relevance where the sale of the property is concerned, to wit:

Thank you very much for completing the forms and providing us with the requisite details. Please rest assured that we will treat all information pertaining to yourself and your property with the utmost discretion!