

Fittings and Contents Form

Full Names of the Seller

Address of Property

**Seller's Solicitor – Name of firm
Address**

**E-mail
Reference**

DEFINITIONS

- 'Seller' means all sellers together where the property is owned by more than one person
- 'Buyer' means all buyers together where the property is being bought by more than one person

INSTRUCTIONS TO THE SELLER AND THE BUYER

This form must be completed accurately by the Seller. It may become part of the contract between the Seller and Buyer.

The seller should make a clear statement of what is included in the sale of the property by marking each box in this form:

- with a tick
- a question mark if not decided or for discussion
- if the item is not excluded, the seller may insert a price that they wish to be paid for the item. The buyer can then decide whether to accept the seller's offer. The seller and buyer should inform their solicitors of any arrangements made about items offered for sale in this way.

If an item is offered for sale, it is the seller's responsibility to negotiate the sale with the buyer directly, or through their estate agent (if applicable). If the solicitor is instructed to act in the negotiation, the costs of so doing may not be included in the original quote and may be subject to additional charges.

If the seller removes any fixtures, fittings or contents, the seller should be reasonably careful to ensure that any damage caused is minimised. Unless otherwise stated, the seller will be responsible for ensuring that all rubbish is removed from the property (including from the loft, garden, outbuildings, garages and sheds) and that the property is left in a reasonably clean and tidy condition.

The seller and the buyer should check the information given on this form carefully.

BASIC FITTINGS					
	Included	Excluded	None	Price	Comments
Boiler/immersion heater					
Radiators/wall heaters					
Night storage heaters					
Free-standing heaters					
Gas fires (with surround)					
Electric fires (with surround)					
Light switches					
Roof insulation					
Window fittings					
Window shutters/grills					
Internal door fittings					
External door fittings					
Doorbell/chimes					
Electric sockets					
Burglar alarm					
Other items (please specify)					

TELEVISION AND TELEPHONE					
	Included	Excluded	None	Price	Comments
Telephone receivers					
Radio aerial					
Television aerial					
Satellite Dish					

KITCHEN					
	Included	Excluded	None	Price	Comments
Hob					
Extractor hood					
Fitted oven and grill					
Fitted microwave					
Refrigerator/fridge-freezer					
Freezer					
Free-standing oven/cooker					
Dishwasher					
Washing machine					
Tumble dryer					

BATHROOM					
	Included	Excluded	None	Price	Comments
Bath					
Shower fitting for bath					
Shower curtain					
Bathroom cabinet					
Taps					

BATHROOM (continued)					
	Included	Excluded	None	Price	Comments
Separate shower and fittings					
Towel rail					
Soap/Toothbrush holder					
Toilet roll holder					
Bathroom mirror					
CARPETS					
	Included	Excluded	None	Price	Comments
Living room					
Dining room					
Kitchen					
Bathroom					
Bedroom 1					
Bedroom 2					
Bedroom 3					
Hall stairs and landing					
Other rooms (please specify)					
CURTAINS / BLINDS					
	Included	Excluded	None	Price	Comments
Living room					
Dining room					
Kitchen					
Hall stairs and landing					
Bathroom					
Bedroom 1					
Bedroom 2					
Bedroom 3					
Other rooms (please specify)					
CURTAIN RAILS / POLES / PELMETS					
	Included	Excluded	None	Price	Comments
Living room					
Dining room					
Kitchen					
Hall stairs and landing					
Bathroom					
Bedroom 1					
Bedroom 2					
Bedroom 3					
Other rooms (please specify)					

LIGHT FITTINGS					
	Included	Excluded	None	Price	Comments
Living room					
Dining room					
Kitchen					
Bathroom					
Bedroom 1					
Bedroom 2					
Bedroom 3					
Hall stairs and landing					
Other rooms (state which)					
If the seller removes a light fitting, it is assumed that the seller will replace the fitting with a ceiling rose, a flex, bulb holder and a bulb and that they will be left in a safe condition.					
FITTED UNITS					
For example: fitted cupboards, fitted shelves and fitted wardrobes					
	Included	Excluded	None	Price	Comments
Living room					
Dining room					
Kitchen					
Bathroom					
Bedroom 1					
Bedroom 2					
Bedroom 3					
Hall stairs and landing					
Other rooms (please specify)					
OUTDOOR AREA					
	Included	Excluded	None	Price	Comments
Garden furniture					
Garden ornaments					
Trees, plants and shrubs					
Barbeque					
Dustbins					
Garden shed					
Greenhouse					
Outdoor heater					
Outside lights					
Water butts					
Clothes line					
Rotary line					
Other items					

STOCK OF FUEL					
	Included	Excluded	None	Price	Comments
Oil					
Wood					
Bottled gas					
LPG					
OTHER ITEMS					
	Included	Excluded	None	Price	Comments

Signed _____ Dated _____

Signed _____ Dated _____

Each Seller should sign this form