

## ECA

## QUALIFYING QUESTIONNAIRE

### Property Details:

1. Property Address: \_\_\_\_\_  
 \_\_\_\_\_

2. Date of Acquisition: \_\_\_\_\_ Cost (£): \_\_\_\_\_  
 SDLT (£) \_\_\_\_\_

\*Please ☐ as appropriate

- |                                    |                          |  |                          |
|------------------------------------|--------------------------|--|--------------------------|
| Property only acquired             | <input type="checkbox"/> |  |                          |
| Property & Business acquired       | <input type="checkbox"/> | If Yes was this by Purchase of Shares    | <input type="checkbox"/> |
| Acquired as a Residential Property | <input type="checkbox"/> |  |                          |
| New Build for Current Owner(s)     | <input type="checkbox"/> |  |                          |
| Freehold                           | <input type="checkbox"/> | Leasehold                                | <input type="checkbox"/> |
|                                    |                          | If Leasehold - any tenants improvements? | <input type="checkbox"/> |
| Purchased from Local Authority     | <input type="checkbox"/> |  |                          |
| Acquired by Gift or Inheritance    | <input type="checkbox"/> |  |                          |

3. Information relating to your Extension / Refurbishment Date: \_\_\_\_\_  
 Cost (£): \_\_\_\_\_

4. Nature of Trade: \_\_\_\_\_

### Owner(s) Details:

1. Name of Owner(s) \_\_\_\_\_

Individual ☐ Partnership ☐ Joint Owners ☐ Limited Company ☐ LLP ☐

2. Principal Contact \_\_\_\_\_ Phone: \_\_\_\_\_

Position in Business \_\_\_\_\_ Email: \_\_\_\_\_

3. Address for confidential correspondence if not site address \_\_\_\_\_  
 \_\_\_\_\_

4. Financial Year End (DD/MM) \_\_\_\_/\_\_\_\_

5. VAT registered? ☐ Yes ☐ No

6. Has the business been in Profit over the last 2 years? ☐ Yes ☐ No

7. Is there an open enquiry with HM Revenue & Customs? ☐ Yes ☐ No

8. Do you own any other commercial properties? ☐ Yes ☐ No

## Accountant Details:

1. Name: \_\_\_\_\_
2. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Contact Name: \_\_\_\_\_
4. Telephone No: \_\_\_\_\_
5. Email: \_\_\_\_\_

## Additional Information:

\*Please tick as appropriate

- |  |                                   |
|--|-----------------------------------|
| 1. The last 2 years Accounts & Tax Comps | <input type="checkbox"/> Attached |
| 2. Full Purchase Contract & CPSE replies | <input type="checkbox"/> Attached |
| 3. Land Registry Title Register          | <input type="checkbox"/> Attached |

## Notes:

Signed \_\_\_\_\_

Dated \_\_\_\_\_

Please return to: [james@lovejoy-enterprises.co.uk](mailto:james@lovejoy-enterprises.co.uk)

Tel: 07923 974656