

**INSTRUCTION FORM**  
**for**  
**Middleton & Upsall LLP Solicitors and Notaries**  
**To act on your behalf in the**  
**preparation of the Home Information Pack**  
**necessary to sell your home**  
**and as your Solicitors on the subsequent sale**

Client Name :

Address:

Telephone Numbers (h)  
(w)  
(m)

Email Address :

Address of Property to be sold :

Name and Address of Estate Agents  
marketing the Property:

Asking Price :

How many bedrooms does your Property have?

What is the approximate year of construction?

Who currently lives at the Property?

Is the Property Freehold or Leasehold?

Please specify dates when you would be available for the Energy Assessor to carry  
out his inspection of the Property .....

Will you have a related purchase  
that you would like us to act on Yes/No

I have enclosed my cheque for £299 on account of the costs for the preparation of  
the Home Information Pack.

I understand that the legal fees for buying and selling will be separate to this.

I hereby instruct Middleton & Upsall LLP to arrange for a Home Information Pack to  
be produced for the above Property.

Signed .....

Signed .....

Dated .....

Please telephone Middleton & Upsall LLP as soon as possible on **01985 214444** to make an appointment.

Middleton & Upsall LLP  
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94 East Street  
Warminster  
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