

**Name:**

**Property Address:**

- I have never owned this property
- I have sold the property.
- I am no longer responsible for this property.
- The property is now occupied.
- The property has been demolished.

**If the property is sold, occupied or you are no longer responsible please give details of the owners or occupants if known:**

Please tick to identify if your property is under any of these Council Tax exempt categories, or the conditions apply to the reason why the property is empty.

- Left empty by someone who has gone to jail?
- Left empty by someone who has moved to receive personal care in a hospital or nursing home?
- Occupation is forbidden by law?
- Waiting to be occupied by a minister of religion?
- Left empty by someone receiving personal care or administering care?
- Left empty by a student resident elsewhere for the purposes of their studies?
- A pitch or mooring which is not occupied by a caravan or, boat?

**Empty Property Survey – Please tick as appropriate**

<b>Name:</b> <b>Property Address:</b>
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1. What type of property is it?

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Flat / maisonette | <input type="checkbox"/> Terraced house | <input type="checkbox"/> Semi detached house |
| <input type="checkbox"/> Detached house    | <input type="checkbox"/> Bungalow       |  |

2. Approximately how old would you say the property is?

.....

3. Excluding kitchens and bathrooms, how many rooms does the property have?

.....

4. How/why did you acquire the property?

- |   |   |
|---|---|
| <input type="checkbox"/> To live in yourself        | <input type="checkbox"/> For family/ friends to live in           |
| <input type="checkbox"/> As an investment           | <input type="checkbox"/> Inheritance/ gift                        |
| <input type="checkbox"/> Built it                   | <input type="checkbox"/> To let it out                            |
| <input type="checkbox"/> Manage it for someone else | <input type="checkbox"/> Bought as part of a group of properties. |
| <input type="checkbox"/> Other.....                 |   |

5. Approximately how long has the property been empty?

- |  |   |
|--|---|
| <input type="checkbox"/> Less than 6 months  | <input type="checkbox"/> 6 months -1 year |
| <input type="checkbox"/> Between 1 - 2 years | <input type="checkbox"/> Over 2 years     |

6. What condition would you say the property is in?

- |  |  |
|--|--|
| <input type="checkbox"/> Ready for occupation            | <input type="checkbox"/> Requires minor renovation |
| <input type="checkbox"/> Requires major improvement work | <input type="checkbox"/> Unsure                    |

7. Approximately when was the last time you or a representative checked the property?

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> 0 - 1Month       | <input type="checkbox"/> 1 - 3 Months    | <input type="checkbox"/> 3 - 6 months |
| <input type="checkbox"/> 6 months - 1Year | <input type="checkbox"/> Over a year ago | <input type="checkbox"/> Never        |

8. Why is the property empty?

- |  |  |
|--|--|
| <input type="checkbox"/> The property is being marketed for sale | <input type="checkbox"/> The property is being marketed to let       |
| <input type="checkbox"/> It is currently being repaired          | <input type="checkbox"/> I am planning to repair / renovate it soon  |
| <input type="checkbox"/> It needs repairing and I don't know how | <input type="checkbox"/> I can't afford to repair it                 |
| <input type="checkbox"/> Waiting for the right time to sell      | <input type="checkbox"/> Don't want the trouble of tenants / letting |
| <input type="checkbox"/> In probate or other legal difficulties  | <input type="checkbox"/> Keeping as investment                       |
| <input type="checkbox"/> Second home                             | <input type="checkbox"/> Planning restrictions                       |
| <input type="checkbox"/> Don't know / No reason                  | <input type="checkbox"/> Other.....                                  |

9. What are your plans for the property?

- |   |   |
|---|---|
| <input type="checkbox"/> Sell it              | <input type="checkbox"/> Let it/ rent it out (including room share) |
| <input type="checkbox"/> Live in it yourself  | <input type="checkbox"/> Family member or friend will live in it    |
| <input type="checkbox"/> Nothing / don't know | <input type="checkbox"/> Other.....                                 |

10. What concerns do you have about the property?

- |   |   |
|---|---|
| <input type="checkbox"/> Vandalism/antisocial behaviour           | <input type="checkbox"/> Security                   |
| <input type="checkbox"/> Arson                                    | <input type="checkbox"/> Squatters                  |
| <input type="checkbox"/> Loss of value                            | <input type="checkbox"/> Attracting vermin          |
| <input type="checkbox"/> Loss of value of neighbouring properties | <input type="checkbox"/> Deterioration of condition |
| <input type="checkbox"/> Maintenance of grounds and property      | <input type="checkbox"/> Other.....                 |

11. When do you expect the property to be occupied again?

- |  |                                      |                                       |
|--|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Within 6 months | <input type="checkbox"/> 6-12 Months | <input type="checkbox"/> 1 to 2 years |
| <input type="checkbox"/> 2years +        | <input type="checkbox"/> Never       | <input type="checkbox"/> Don't Know   |

12. What help would you find useful in bringing the property back into occupation?

- |                          |                                     |                          |                                 |
|--------------------------|-------------------------------------|--------------------------|---------------------------------|
| <input type="checkbox"/> | General discussion of options       | <input type="checkbox"/> | Lease and repair scheme         |
| <input type="checkbox"/> | Help/advice in finding a tenant     | <input type="checkbox"/> | Advice and guidance for repairs |
| <input type="checkbox"/> | VAT discount information            | <input type="checkbox"/> | Help/advice to sell             |
| <input type="checkbox"/> | Loan for Renovations                | <input type="checkbox"/> | Help on becoming a Landlord     |
| <input type="checkbox"/> | Matching with a potential purchaser | <input type="checkbox"/> | None / Other.....               |

Please use this space to discuss any further issues relating to your property.

**Name:**

**Date:**

**Telephone:**

**Email address:**

**Thank you for taking the time to complete this survey.**

**North Kesteven District Council, Kesteven Street, Sleaford, NG34 7EF**