**In-specie transfer of property from a SIPP**

Information that needs to be obtained for the file

* Name and address of the property
* Title Deed number (if you have a copy of the Title Deed, please provide this too)
* Was the property purchased from a person connected to you?
* Does the property include any residential elements?
* Value of the property (as per the latest available valuation report). Please provide a copy of the valuation report.
* Type of property - freehold or leasehold (must be for a term greater than 51 years)
* Is the property tenanted at present? If so, who is the tenant? Will the tenancy continue after the purchase? Are there any rental arrears? Please provide a copy of the existing lease (if applicable).
* Is the property VAT registered (please note that we do not deal with any VAT related matters)
* Please provide a valid EPC certificate for the property
* Is there an outstanding mortgage present on the property? If so, please provide details (such as lender, repayment schedule, amount outstanding, etc). Has the property been used as security for any other form of borrowing? Again, please provide details if this is the case.
* Is the building presently insured? Please provide the details.
* Solicitors details