

Reservation agreement

All outlined fields are mandatory

Builder details

Organisation name: Address: Telephone: Email address:
 Fax:

Plot and reservation details

Development name: House type:
Plot number: Plot address:
Reservation price: Reservation date:
Cash discount*: Reservation expiry date:
Discounted price: Anticipated build completion date:
Reservation fee:
*If contracts are exchanged within [] weeks of the date of this reservation agreement

Choices

Choice 1:
Choice 2:
Choice 3:
Choice 4:
Choice 5:
Choice 6:
Choice 7:
Choice 8:

Buyer 1

Name:
Address:

Town: Postcode:
Contact number:
Email address:

Buyer 2

Name:
Address:

Town: Postcode:
Contact number:
Email address:

Tenure

Freehold / leasehold:	<input type="text"/>
Lease terms:	<input type="text"/> years
Commencing on:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Initial ground rent:	£ <input type="text"/> per year

Mortgage provider

Name of firm:
Address:

Town: Postcode:
Contact number:
Email address:

Buyer's solicitor

Name of firm:
Address:

Town: Postcode:
Contact number:
Email address:

Builder's solicitor

Name of firm:
Address:

Town: Postcode:
Contact number:
Email address:

Extras

Conservatory:	£	
Shower:	£	
Landscaping:	£	
Satellite dish:	£	
Carpets:	£	
Full tiling to bathroom:	£	
Other:	£	
Other:	£	
Total extras:	£	

Purchase price

Reservation price/discounted price:	£	
Plus extras:	£	
Less reservation fee:	£	
Less deposit:	£	
Less mortgage:	£	
Less incentives/discounts:	£	
Other:	£	
Other:	£	
Balance to pay:	£	

Estimate of management fees

Insurance:	£	
Lease/ground rent:	£	
Management services:	£	
Window cleaning:	£	
Garden services:	£	
Other:	£	
Other:	£	
Other:	£	
Total estimate:	£	

Conditions

1. We have today paid to you the reservation fee in return for you agreeing to reserve the plot at our request until the reservation expiry date. You agree that you will not sell, attempt to sell, or accept any other reservation of the plot before the reservation expiry date unless the reservation agreement is cancelled by us.
2. You agree that we have the right to cancel this agreement at any time.
3. If we cancel this agreement, you agree to pay back to us the reservation fee less any reasonable expenses you have incurred as a result of us reserving the plot, including your administration, internal legal processes, external legal processes and re-advertising;
4. When we exchange contracts to buy the plot at the reservation price before the reservation expiry date, the reservation fee will be taken in part payment of the deposit required at the time.
5. If we are placing any material reliance on any spoken statements made by your staff, we acknowledge that we are required to provide details of those statements to our solicitors.
6. We agree that we are responsible for all our own costs and expenses associated with the purchase of the plot unless otherwise set out in this form.
7. We agree that you may use the information supplied on this form for the purposes of progressing the sale of this plot to us and for use in customer satisfaction surveys under the Consumer Code for Home Builders. You agree that any information supplied will be processed in accordance with the requirements of the Data Protection Act 1998.

We have read, understand and accept the conditions detailed on this reservation agreement.

We confirm that we have received a copy of the Consumer Code for Home Builders.

Buyer 1
Signed: Date: / /

Buyer 2
 Date: / /

Authorized builder representative
Signed: Date: / /
Position:

This is a legal agreement; if in any doubt as to its meaning or effect, the buyer should seek legal advice before signing it.