

Cathy Tutton

Cathy Tutton is an independent property consultant and buying advisor, acting for both private and corporate clients looking to purchase or rent property on the Isle of Wight. Her small team are dedicated to providing a tailor-made confidential service, designed to find and secure your ideal property and ensure you are confident in your purchasing decision.

Finding the right property on the Island can be costly and time consuming. Cathy aims to make the move a more enjoyable experience by advising and managing the whole process through property search, negotiation and purchase to completion and beyond. Her approach is highly professional and completely personal, acting only in your best interest and offering a high quality Customer Service by using her many years experience the local property market, local knowledge and contacts to find and secure the property that matches your specific requirements.

HOW IT WORKS

1. **First Meeting - No Obligation;** The first step is to arrange a meeting to discuss your requirements. We advise on market conditions and how to maximise what is achievable for you budget within your chosen areas. Once instructed we will be your single point of contact and will oversee the entire process, liaising with Estate Agents, Solicitors, Surveyors and other professionals.
2. **Area Tour:** We like to go on a tour of preferred or suggested areas before the search commences. This usually entails a driven tour through selected areas providing an overview of property styles and values, local amenities and identifying the positive and negative aspects of each area.
3. **Prepare a Search Brief:** Each client will have specific and unique requirements, so we work closely to create a comprehensive search brief. We take great care to consider individual lifestyle requirements, and based on that information we advise on the most suitable areas, style and types of property.
4. **Active Search:** It takes about 14 days to carry out our initial research; we then become increasingly targeted and will continue until the perfect property is found, either through agents or by proactively sourcing property that is not on the open market. Our exhaustive approach to the search and long-standing relationships with agents who value our committed purchasers as well as the confidence and efficiency we bring to the buying process keeps ahead of the competition.
5. **Convenient Viewings:** We will arrange all viewings to suit you. We can collect you from the ferry or from your home/work and accompany you on all viewings advising on the negatives as well as the positives on each property.

6. **Negotiation:** Negotiation is a main area of skill and expertise. Results demonstrate that more often than not our service becomes self-funding. It is essential to establish an opinion of value before starting negotiations in order to give you confidence in the price you ultimately pay. Once you have selected a property we will provide comparable evidence discuss tactics and handle the negotiation on your behalf. In a busy market our reputation often means that if the vendor has more than one bid to consider our influence and contacts can prove critical in tipping the balance in our clients favour; if the market is quieter our expertise will help bring negotiations to a successful conclusion.
7. **Reporting:** We keep in regular contact to ensure that your search maintains the correct focus, along with discussing current market conditions, regular reviews of your search progress to date and any conclusions drawn.
8. **Oversee Conveyancing:** Once a deal is agreed we proactively manage all parties and oversees the entire process on your behalf. The aim is to ensure that the deal proceed to completion as swiftly as possible.

We can refine our services to suit your requirements, please call us to discuss.

Purchase Fees – 2012

Total Fee: 1% of the purchase price, payable as

Registration Fee: from £500 payable before the search begins. This covers a 6 month search and is renewable, with all renewal fees also deducted from the final fee.

Final Fee: Balance of 1% of the purchase price less registration fee. Payable on completion of purchase, or 28 days after exchange of contracts if sooner.

Rental fees 2012

Total fee: equivalent to one month's rent (up to 2k pcm)

Registration: £550, balance on signing tenancy agreement

Registration Form

1. Personal Details:

Mr/Mrs/Miss/Ms/Dr

Full Name: _____

Home Address: _____

Telephone Numbers:

Home: _____ Mobile: _____

Office: _____ Mobile2: _____

Email Address/s: _____

Best Time to Contact: _____

Occupation: _____

2. Family Details:

Number of Adults: _____

Number of Children: _____

Their Name(s)

Their Name(s) Ages:

Family Pets:

3. Reason for Move:

4. Purchasing Budget and Target Move Date:

Purchasing Budget: Ideal £ _____ Maximum £ _____

Target Move Date: _____

5. Property Requirements:

<u>Style</u>		<u>Period</u>		<u>Location</u>		<u>Condition</u>	
Country House	<input type="checkbox"/>	Modern	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Excellent	<input type="checkbox"/>
Farmhouse	<input type="checkbox"/>	Post 1940	<input type="checkbox"/>	Semi Rural	<input type="checkbox"/>	Good	<input type="checkbox"/>
Town House	<input type="checkbox"/>	Post 1900	<input type="checkbox"/>	Village	<input type="checkbox"/>	Reasonable	<input type="checkbox"/>
Det/Semi	<input type="checkbox"/>	Victorian	<input type="checkbox"/>	Edge of Village	<input type="checkbox"/>	Potential	<input type="checkbox"/>
Cottage	<input type="checkbox"/>	Georgian	<input type="checkbox"/>	Town Centre	<input type="checkbox"/>	Renovation	<input type="checkbox"/>
Apartment	<input type="checkbox"/>	Earlier	<input type="checkbox"/>	Edge of Town	<input type="checkbox"/>	Derelict	<input type="checkbox"/>
Bungalow	<input type="checkbox"/>	Character	<input type="checkbox"/>	Waterside	<input type="checkbox"/>	Any	<input type="checkbox"/>
Any	<input type="checkbox"/>	Any	<input type="checkbox"/>	Coastal	<input type="checkbox"/>		

Further Detail:

6. Accommodation Preferred:

Receptions	_____	Small Garden	_____	Office	_____
Bedrooms	_____	Medium Garden	_____	Annexe	_____
Bathrooms	_____	Large Garden	_____	Cottage	_____
Garages	_____	1-10 Acres	_____	Swimming Pool	_____
Conservatory	_____	10-20 Acres	_____	Tennis Court	_____
Outbuildings	_____	20+ Acres	_____	Boat Mooring	_____

Please outline any further ideal/specific requirements: _____

6. Area/Location Requirements:

Preferred Area(s):

Do you require especially easy access to any of the following?

Ferries, Airport, Bus Route, Harbour, Beach, Doctor, Church, Pub, Shops (local/supermarket) Yacht club, golf club, etc...

Please detail: _____

7. Educational Requirements:

Do you need to be close to a specific school? **(State/Private: High/Middle/Primary/Nursery)**

8. Practical information:

(Agents and vendors often require Status before viewing arranged)

Do you have to sell a property?	Y / N	Is it on the market?	Y / N
Is it under offer?	Y / N	Are contracts Exchanged?	Y / N
Is there likely to be a delay in selling?	Y / N	Are you able to complete quickly?	Y / N
Can you view at short notice?	Y / N	Do you need a mortgage?	Y / N
Might you need bridging finance?	Y / N	Do you need insurance facilities?	Y / N

(NB I am completely independent of any finance/insurance advisors/providers and will only recommend if any help is requested)

10. Other Information:

Please give any other relevant information regarding the above

How did you hear about us? _____

11. Your Solicitor:

Name _____

Address _____

Post Code _____

Contact Name _____

Telephone Number _____

Fax No _____ DX _____

**TO INSTRUCT US TO ACT FOR YOU PLEASE COMPLETE AND SIGN THIS REGISTRATION FORM
AND SEND IT, TOGETHER WITH YOUR CHEQUE, TO:**

Cathy Tutton, Woodlands, Billingham, Newport, Isle of Wight PO30 3HB.

Tel. 01983 721701 Email:cathy@cathytutton.co.uk

I/We agree to the terms and conditions stated below and wish to engage Cathy Tutton to act on my/our behalf.

I/We enclose my/our cheque for £500 made payable to Cathy Tutton, for the Registration Fee

Full Name (Please Print):

Signature:

Address:

Date:

Telephone numbers:

Email:

Terms & Conditions

- 1. Commencement:** We will commence working on your behalf as soon as you have signed and returned these conditions of business and the registration fee referred as below has been paid in full.
- 2. Service:** We undertake upon acceptance of your instructions to work with you to find a suitable property for you to purchase as described on the property search Registration Form or discussed with us.
- 3. Fees:** We will be expending considerable time and effort on your behalf to find a suitable property for you. Our registration fee is from GB £500 (deductible from the success fee) and our success fee is 1% of the purchase price for any property you exchange contracts to purchase.
- 4.** For the purposes of our agreement, we shall be deemed to have introduced a property to you, if you have either received the particulars of a property from ourselves, directly or indirectly, or from any of the firms of Estate Agents with whom we have regular contact or through Agents or individuals whom you have instructed us to negotiate with on your behalf.
For the purposes of this agreement, you will be deemed to exchange contracts to purchase a property if:
(A) You or a close relation or any person with the aid of funds provided by any of such persons acquires or agrees to acquire, or any body corporate or trust in which any of those persons has an interest (directly or indirectly) acquires or agrees to acquire, any legal or beneficial or other interest in any freehold or leasehold property, or agrees to occupy a property.
(B) A third party acquires or agrees to acquire any legal or beneficial or other interest in any freehold or leasehold property, or agrees to occupy a property and, within one year you occupy that property either together or independently of that third party (including temporary occupation for holidays or weekends).
- 5. Duration:** This agreement shall subsist for an initial period of six months and shall continue thereafter for a further period of one year unless and until terminated prior to the expiry of that period of one year by one months notice given in writing by either party to the other.

We reserve the right to charge a further Registration Fee if this Agreement continues beyond the initial period of six months, but if we do so then the fee payable on exchange of contracts under paragraph 3 above will be reduced by the amount of any additional registration fee paid.

- 6. Payment:** Payment of fees (other than the Registration Fees) shall be made in full on completion of contracts for the purchase or rent of a property, or 28 days after exchange of contracts, whichever is the sooner. We may assign the right to render invoices and receive payment to a third party. We reserve the right to charge interest on any sums not paid on the due date at a rate of 4% per annum above base rate of Barclays Bank PLC.
- 7. Charges on Termination:** Upon termination or expiry of this agreement if you have not purchased or agreed to purchase or rent a property we shall be entitled to charge you for reasonable expenses and disbursements incurred by us in providing services to you up until the date of termination subject to a minimum termination charge of £250 and any such termination fees are immediately due for payment on the termination date. Any sum charged pursuant to this paragraph shall be deducted from any further payments you make to us on exchange of contracts under paragraph 3 above.
- 8. Liability:** Details of properties, valuations, reports and other information provided by us and are prepared in good faith and are solely for your guidance. They do not form any part of any contract relating to the purchase of any property. All purchasers/tenants must satisfy themselves as to the correctness and accuracy of any details provided by us and none of our officers or agents or employees have any authority to make any representations or statements in relation to any property and/or the service provided by us. In addition, we do not accept liability for the views of, or content of any report prepared by any third party in relation to any property. We strongly recommend all prospective purchasers and/or tenants to take appropriate legal and other advice and to use the services of solicitors, surveyors, valuers and other specialists. The service provided by us is not intended as a substitute to obtaining such advice and accordingly no liability is accepted for any defects in legal title or in the fabric and structure of any property. We will, whenever possible, communicate with you by email and you agree to this.
- 9. General:** The supply of services by us is subject to the terms and conditions set out in this Agreement and, unless otherwise expressly agreed in writing by us, these conditions shall prevail over any other terms and conditions and shall comprise the whole Agreement between you and us. No relaxation or delay or indulgence by us in exercising rights or enforcing any of these terms and conditions or the granting of time by us for remedy of any breach shall operate as a waiver of any subsequent or continuing breach. If at any time any of these conditions are found to be unreasonable, invalid or unlawful then the validity of the remaining conditions or part thereof shall not in any way be affected or impaired and shall be in force as if the unreasonable, invalid or unlawful part had not been included. For the avoidance of doubt, nothing in this Agreement shall confer on any third party any benefit or the right to enforce any term of this Agreement. This Agreement is governed by the laws of England and Wales, and you agree to submit to the exclusive jurisdiction of the courts of England and Wales.
- 10. Data Protection:** I understand and agree that Cathy Tutton may use my personal information provided during the period of this Agreement and may disclose my information to vendors and other intermediaries or agents as required in order to provide a property search and acquisition service. I have a right to request a copy of my information and to correct any inadequacies in the data.