

**BUILDING SURVEY INSTRUCTION**

I/we have read the attached Terms & Conditions of Engagement, a copy of which we have retained, and confirm and I/we wish to instruct North and Hawkins Ltd on this basis to carry out an RICS Building Survey on:

Address of Property:.....  
.....

Postcode:.....

2. The agreed purchase price: £.....

3. Please confirm the email address the report is to be sent to.  
**Reports are emailed by default to the email address below:**

Please tick the box if you wish to receive a hard copy of the report.

Name(s):  
.....

Address:  
.....

..... Postcode: .....

Email:.....

4. If you would like us to Email your solicitor a copy of the Report, please provide their name and email details below: (Please note: copies will not be sent to your solicitor by post).

Name of solicitor (Block capitals)  
.....

Email address.....

5. Your other contact details :

Home Tel: .....

Business Tel: .....

Mobile Tel: .....

E-mail: .....

\*\*\*FORM CONTINUES OVERLEAF\*\*\*

**6. Confirmation of payment details:**

On formal confirmation of instruction an Invoice will be issued for the agreed fee on the understanding that no Report will be released until monies have cleared.

**7. I/We (The Client/Clients) accept and understand your Terms & Conditions of Engagement and also understand that the Report will not be released until full payment has been received.**

**(Please note: If you wish the Report to be addressed to more than one person, you must ensure that the individual names and signatures of each person concerned appears below)**

1. Name: .....

2. Name: .....

Signed: .....

Signed: .....

Date: .....

Date: .....

**Email: office@northandhawkins.co.uk**

**OFFICE ADDRESS:  
NORTH & HAWKINS BUILDING CONSULTANCY  
2 REDWELL STREET  
NORWICH  
NORFOLK  
NR2 4SN**

**If you have any specific queries or concerns regarding the property, please note them below:**