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| Text  Description automatically generatedProperty Purchase  Enquiry Form  Vacant Properties |

If you are interested in selling your property to Waterford City and County Council, please complete the form below and attach any other relevant information you may have.

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| 1. **Contact Details** | |
| **Name** |  |
| **Address** |  |
| **Phone Number** |  |
| **Email Address** |  |
| 1. **Property Details** | |
| **Property Address incl. Eircode** |  |
| **Type (Apt, Duplex, Semi-D, Bungalow etc.)** |  |
| **No. of Bedrooms** |  |
| **Floor Area (m²)** |  |
| **Site Area (Acres)** |  |
| **Energy Rating (BER)** |  |
| 1. **Property Circumstances** | |
| **Do you hold good, unencumbered, freehold title to the property? If no, give details.** |  |
| **Was the property previously a local authority property. If Yes, give details of how you acquired the property.** |  |
| **Reasons For Sale** |  |
| **Is the Property Vacant?** |  |
| **How long has the property been vacant?** |  |
| **Date the property is available** |  |
| **Proposed Sale Price** |  |
| **Office Use Only**  Tenancy Notes and Recommendation  Property Notes and Recommendation |  |

**Please provide any other supporting documentation that you consider relevant to the potential sale of the property i.e. photographs, copies of documents, tenancy notices etc.**

**Please return to:**

[**gdenieffe@waterfordcouncil.ie**](mailto:gdenieffe@waterfordcouncil.ie)

**Tel. 051 849645**

**Important Notes for Vendors**

Please note that WCCC acquire properties under certain conditions only. These include for example, specific needs such as disability or elderly, or if certain development opportunity also exists. Vacant possession is required in all but very limited circumstances. Where properties are acquired then the following will apply:

* It must be confirmed by WCCC that there is a specific need for the type of property.
* The dwelling must be surveyed and deemed to be in good structural condition and without defects- A third party independent property inspection report must be provided by the vendor. Any defects noted must be rectified by the vendor to the satisfaction of WCCC before agreeing to the acquisition.
* The dwelling will have to comply with the Rental Standards or be provided compliant to the Rental Standards b the vendor prior to the sale- costs of same to be borne by the vendor prior to the acquisition.
* The vendor shall agree to an additional discount from the market valuation to reflect reduced fees, lack of vacancy and notice periods, as a result of direct sale to WCCC.
* The dwelling will subsequently not become available for tenant purchase.