

**TOWN & COUNTRY HOUSING GROUP**  
**STAIRCASING – FORM OF INSTRUCTION**

**FAO: Monika Bialas TCHG Sales & Marketing**

I am/we are proposing to purchase more/remaining shares in my/our property and understand that the property will have to be valued and I/we will be required to pay the surveyor's fees of £300 (£250 plus VAT). I/we hereby instruct you to obtain an independent valuation and (please tick the appropriate box):

- I have/we have made payment over the phone by debit/credit card
- I have/we have arranged for the BACS transfer to the following account: Lloyds No: 58715560 Sort Code: 30-98-77 (Please use your first line of address as reference)
- I/we consent to my/our personal details being shared with TCHG's Solicitors and Surveyors involved in the processing of our application.**

Details of my/our property and contact details are provided as follows.

**Name of owner/s** \_\_\_\_\_

**Property Address** \_\_\_\_\_

**Postcode** \_\_\_\_\_

**Daytime/contact telephone number/s**

\_\_\_\_\_

**E-Mail address**

\_\_\_\_\_

**Date I/We purchased the property**

\_\_\_\_\_

**Current Percentage owned**

\_\_\_\_\_

I/we have made the following improvements to the property which I/we obtained the consent of Town & Country Housing Group:

\_\_\_\_\_

\_\_\_\_\_

**Owner 1** \_\_\_\_\_  
**(please sign)**

**Owner 2** \_\_\_\_\_  
**(please sign)**

**Dated** \_\_\_\_\_