

# CORE Sales Log 2021/22

STRICTLY CONFIDENTIAL (WHEN COMPLETED)

## LOG SIGNATURES / INITIALS

**Purchaser code**

**UPRN (Unique Property Reference Number)**

DATE OF COMPLETION OF SALE (e.g. 05/08/21)

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

### PART A: HOUSEHOLD DETAILS (✓one only – if applicable)

Please tick one if applicable:

- Purchaser(s) refused to answer some or all questions in Part A
- Purchaser(s) not interviewed

Are there more than two joint purchasers of this property?

- Yes  1 No  2 Don't know  3

### 1. HOUSEHOLD CHARACTERISTICS

Enter all demographic details required for purchaser 1. If joint purchaser, enter most economically active purchaser first.

	Age	Gender	Relationship to Purchaser 1	Economic status	Ethnicity	Nationality
Purchaser 1	<input type="text"/>	<input type="text"/>	n/a	<input type="text"/>	<input type="text"/>	<input type="text"/>
Person 2 / Purchaser 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Person 3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Person 4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Person 5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Person 6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**PLEASE ENTER RELEVANT CODE. PLEASE REFER TO CODE LISTS BELOW \***

**Gender**  
M = Male, F = Female  
X = Other, R = Refused

**Relationship to purchaser 1**  
P = Partner  
C = Child (eligible for child benefit, under 16, or under 20 if still in full-time education)  
X = Other

### \*CODE LISTS FOR QUESTION 1

- Economic status**
- |  |  |
|--|--|
| 4 Job seeker   | 9 Child under 16                       |
| 1 Full time work (30 hrs or more per week)           | 5 Retired                              |
| 2 Part-time work (less than 30 hrs per week)         | 6 Not seeking work                     |
| 3 Government training/long-term sickness or New deal | 7 Full-time student                    |
|  | 8 Unable to work because of disability |
|  | 0 Other adult                          |

- Ethnic Group**
- |   |  |                              |
|---|--|------------------------------|
| <b>A. White</b>                                     | <b>C. Asian or Asian British</b>                     | <b>E. Other Ethnic group</b> |
| 1 English, Scottish, Welsh, Northern Irish, British | 8 Indian   | 15 Chinese                   |
| 2 Irish   | 9 Pakistani  | 19 Arab                      |
| 18 Gypsy, Irish Traveller                           | 10 Bangladeshi                                       | 16 Other                     |
| 3 Other   | 11 Other   |                              |
|   | 15 Chinese   |                              |
| <b>B. Mixed</b>                                     |  | <b>Refused</b>               |
| 4 White & Black Caribbean                           | <b>D. Black, African, Caribbean or Black British</b> | 17 Refused.                  |
| 5 White & Black African                             | 12 Caribbean   |                              |
| 6 White & Asian                                     | 13 African   |                              |
| 7 Other   | 14 Other   |                              |

- Nationality**
- |   |                              |  |
|---|------------------------------|--|
| 1 UK national resident in UK                    | 9 Slovakia                   | *Other EEA countries are: Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Iceland, Italy, Liechtenstein, Luxembourg, Malta, Netherlands, Norway, Portugal, Spain, Sweden and Switzerland. |
| 2 UK national returning from residence overseas | 10 Slovenia                  |  |
| 3 Czech Republic                                | 14 Bulgaria                  |  |
| 4 Estonia                                       | 15 Romania                   |  |
| 5 Hungary                                       | 16 Croatia                   |  |
| 6 Latvia  | 17 Ireland                   |  |
| 7 Lithuania                                     | 11 Other EU                  |  |
| 8 Poland  | 12 Any other country         |  |
|   | 13 Refused                   |  |
|   | Economic Area (EEA*) country |  |
|   | 12 Any other country         |  |
|   | 13 Refused                   |  |

2. **GROSS annual income** (include income from investments and benefits or Universal Credit, but exclude housing benefit and council tax support - to the nearest pound)

If income used for mortgage application ✓

Purchaser 1 £

Purchaser 2 £

2a. Was the purchaser(s) in receipt of the following immediately prior to purchase?

- Not in receipt of Housing Benefit or Universal Credit  1 Universal Credit  3
- Housing Benefit (and not Universal Credit)  2 Don't know  4

3. Total savings of purchaser(s) before any deposit is paid

To nearest £10 £

4. Have any of the purchasers previously owned a property?

- Yes  1 No  2 Don't know  3

5a. Has the purchaser (or one of the purchasers) ever served in the UK Armed Forces as a regular and...?

- Is still serving  4
- Left up to and including 2 years ago  5
- Left more than 2 years ago  6
- Never served  7 Refused  3

5b. Is the purchaser (or one of the purchasers) the spouse or civil partner of a regular member of the UK Armed Forces who has died in service up to and including 2 years ago?

- 4  Yes 5  No 6  Refused

6. Previous tenure of purchaser 1 (✓one only)

- Local authority tenant  1
- Private Registered Provider (HA) tenant  2
- Private tenant  3
- Owner occupier  5
- Tied home / renting with job  4
- Living with family / friends  6
- Temporary accommodation  7
- Other  9

7. Previous location of Purchaser 1.

Name of local authority

ONS LA code  E

Full postcode

If postcode is not known, please tick this box

8. Which relevant organisation(s) were the purchaser(s) registered with? **Tick ALL that apply**

Your PRP (HA)  Local Authority  Help to Buy Agent  Other PRP (HA)

9. Does any household member consider him / herself to have a disability? Yes  No  Don't know

10. Does any member of the household use a wheelchair? Yes  No  Don't know

**PART B: PROPERTY DETAILS TO BE COMPLETED FOR ALL TYPES OF SALES ABOUT THE PROPERTY BEING PURCHASED**

11. Number of bedrooms

12. Property type (✓one only)  
 Flat / maisonette  1 House  3 Other  9  
 Bedsit  2 Bungalow  4

13. Building type (✓one only)  
 Purpose built  1  
 Converted from previous residential or non-residential  2

14. Property Location  
 Name of local authority

ONS LA code  E

Full postcode

Yes  No  Don't know

15. Is the property built / adapted for wheelchair standards?  1  2  3

**PART C – COMPLETE ONLY ONE SECTION – EITHER SECTION 1, 2 OR 3**

**SECTION 1: SHARED OWNERSHIP SCHEMES**

16. TYPE OF SALE (✓one only)

Shared Ownership  2

Older Persons Shared Ownership  24

Social HomeBuy (shared ownership purchase)  18

Home Ownership for people with Long Term Disabilities (HOLD)  16

Rent to Buy - Shared Ownership  28

Right to Shared Ownership  29

Shared Ownership – 2021 model lease  30

16a. How long has the purchaser(s) been living in the property prior to purchase? (in years)

17. Is this a resale? Yes  1 No  2

17a. Is this a staircasing transaction?  
 Yes  1 No  2 Don't know  3

18. Key Dates LEAVE KEY DATES BLANK FOR REALES

Practical completion/handover date

Exchange of contracts date

19. Was the household rehoused under an LA Nominations Agreement?  
 Yes  1 No  2 Don't know  3

IF THE PURCHASER WAS AN PRP (HA) OR LA TENANT GIVE DETAILS OF PROPERTY BEING VACATED (QUESTIONS 20 & 21)

20. Number of bedrooms

21. Property type (✓one only)  
 Flat / maisonette  1 House  3 Other  9  
 Bedsit  2 Bungalow  4

22. Full Purchase Price (market value before any discount) £

23. Initial % equity stake purchased  %

24. Amount of mortgage £

24a. Name of mortgage lender

If "Other" please enter name here:

24b. Length of mortgage (in years)

25. Does this include any extra borrowing?  
 Yes  1 No  2 Don't know  3

26. Cash deposit paid on property (full cash amount paid by purchaser) £

27. Cash amount of discount given for Social HomeBuy £

**SECTION 1: SHARED OWNERSHIP SCHEMES (CONTINUED)**28. Basic monthly rent (rent element only) £ 29. Monthly charges (include service charges, management charges, exclude rent) £ **SECTION 2: FULL OWNERSHIP SCHEMES**

30. TYPE OF SALE (✓ one only)

- Right to Acquire (RTA)  8
- Preserved Right to Buy (PRTB)  14
- Voluntary Right to Buy (VRTB)  27
- Right to Buy (RTB)  9
- Rent to Buy – Full ownership  29
- Social HomeBuy for outright purchase  21
- Any other Equity loan scheme  22

30a. How long has the purchaser(s) been living in the property prior to purchase? (in years) 31. Full purchase price (market value before any discount) £ 32. Loan / grant / discount / subsidy given (all schemes except RTB, PRTB, VRTB and Rent to Buy) £ 33. Enter % discount given (RTB, PRTB & VRTB) (if discount capped, enter capped %)  %34. Amount of mortgage £ 34a. Name of mortgage lender If "Other" please enter name here: 34b. Length of mortgage (in years). 

35. Does this include any extra borrowing?

Yes  1 No  2 Don't know  336. Cash deposit paid on property (exclude any grant or loan) £ 37. Monthly charges (where applicable i.e. leasehold, include service and management charges) £ **SECTION 3: OUTRIGHT SALES / OTHER SALES**

38. TYPE OF SALE (✓ one only)

- Outright sales (New build or converted)  10
- Other sale  12

If Other sale please enter type of scheme: 

Note: There is no Q39

40. Full purchase price £ 41. Amount of mortgage £ 41a. Name of mortgage lender If "Other" please enter name here: 41b. Length of mortgage (in years) 

42. Does this include any extra borrowing?

Yes  1 No  2 Don't know  343. Cash deposit paid on property (Full cash amount paid by purchaser) £ 44. Monthly charges (where applicable i.e. leasehold, include service and management charges) £