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| House Purchase Enquiry Form with Tenant in Situ | https://aadcdn.msauthimages.net/c1c6b6c8-uijp-jx59-jp-i9kw5eorkzmlkrse-btbuqyt-lyp-g/logintenantbranding/0/bannerlogo?ts=636801214400061427 |

House purchase enquiry form for property owners who are looking for Carlow County Council to consider purchasing their property.

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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?** |  |
| **Is there a tenancy or lease agreement in place?**  **If so provide details, ie:**  **Tenant Name, HAP, RAS, RTB Reference, Length of Tenancy etc.** |  |
| **Date of Notice to Quit issued** |  |
| **Date the property is available from** |  |
| **Proposed Sale Price**  ***Please engage with an auctioneer for 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.**

**Return this form along with supporting documentation to:**

[**capital@carlowcoco.ie**](mailto:capital@carlowcoco.ie) **Tel. 059 9136280**

**Important Notes for Vendors;-**

**Please note that Carlow County Council (CCC) 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 with tenants in-situ, then the following conditions may apply:**

* **The tenant must be qualified as having a social housing need by CCC,**
* **A Notice to Quit must have been issued to the tenant (please provide evidence of same),**
* **CCC must confirm that there is a specific need for the existing tenant to remain in the dwelling,**
* **The dwelling must be surveyed and deemed to be in good structural condition and without defects. A third party independent property inspection report may be requested from the vendor. The vendor may be asked to rectify defects to the satisfaction of CCC before agreeing to the acquisition.**
* **The dwelling may need to comply with current Rental Standards or be provided compliant to Rental Standards by the vendor prior to sale (depending on property and reason for purchase).**
* **The purchase price offered may reflect reduced fees, lack of vacancy and notice periods etc, as a result of direct sale to CCC (where applicable).**