

**FALKIRK COUNCIL EMPTY HOMES PROJECT**

**Empty Property Matchmaker Scheme**

**Owner Registration Form**

**Your Details**

**Name:**

**Phone:**

**E-mail:**

**Address:**

**Empty Property Address**

**Property Details**

* **Area Type:** Town Village Rural
* **Type of property:** House Flat
* **Number of bedrooms:** 1 2 3 4 5 or more
* **Style of property:** Period Contemporary
* **Condition of property:** Good Condition Needs Minor Work Needs Major Work
* **Any Garden Land?** Yes No

If yes, please give details

**Sale Price**

Valuation £

Asking Price £

Does the property have a current Home Report? Yes  No

Is the property currently for sale on the open market? Yes  No

If yes, please provide the name of the agent

**Please note that under the Housing Scotland Act 2006 it is a legal requirement in Scotland for any property which is “on the market” to have a Home Report.**

**Owners who are considering selling but have not yet taken the step of getting a home report may register with the scheme, however should not enter into any negotiations with potential purchasers until a Home Report has been acquired.**

Additional information/comments/questions (e.g. details of work recently completed or to do etc)

**PRIVACY POLICY (FALKIRK COUNCIL)**

**The Council must comply with Data Protection Legislation as defined by the Data Protection Act 2018. If you supply personal information to us, it may have to be disclosed to the data subject, unless there are good reasons for withholding it. You can find out how we handle personal data at:**

By providing your details you agree to information being shared with potential buyers. Your personal details will not be accessible through our website.

Signature (Tick box if filling in electronically):

Please return your completed form to the Empty Homes Officer at:

**Falkirk Council**

E-mail: [wendy.laird@falkirk.gov.uk](mailto:wendy.laird@falkirk.gov.uk) Tel : 01324 590387 or 07921 942232

[elaine.hall@falkirk.gov.uk](mailto:elaine.hall@falkirk.gov.uk) Tel: 01324 590802 or 07738 627139

Falkirk Council, Suite 1, The Forum, Callendar Business Park, Falkirk. FK1 1XR

**What Happens Next?**

The Empty Homes Officer will contact you to arrange a site visit and the property will be added to the property list.

If a potential match is found the Empty Homes Officer will introduce the identified buyer to the owner and the two parties can then take forward discussions about the sale of the property, either directly or through their agents.

No personal details are made public.

Disclaimers

1. The property matchmaker scheme is not an estate agency. **It does not constitute professional advice or public marketing of your property**, and is not a substitute for any legal processes associated with selling and buying property. The Council is not acting as an agent for any party, and all negotiations and sales processes take place between the seller and buyer. It is strongly recommended that all potential sellers carry out their own checks and inspections and independent legal advice is obtained before entering into any contract or any other legally binding document.
2. It is a legal requirement in Scotland for any property which is on the market to have a Home Report. Owners who are considering selling but have not yet taken the step of getting a home report may register with the scheme, however should not enter into any negotiations with any purchasers until a Home Report is acquired.