

## commercial property

### Property Details

Property Type

Property Address

<input type="text"/>	Post Code	<input type="text"/>
----------------------	-----------	----------------------

Description of Property

Any Residential Element?

☐

Yes

☐

No

Freehold/Leasehold

☐

Freehold

☐

Leasehold

If Leasehold, contact details for Head Lease

### Vendor Details

Purchase or In Specie Transfer?

☐

Purchase

☐

In Specie Transfer

Purchase

Vendor Name

Contact Name (if different)

E-Mail Address

Telephone Number

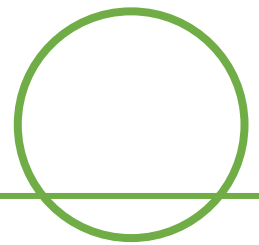
Is the Vendor connected to the Scheme Member(s)?

☐

Yes

☐

No



### In Specie-Transfer

Pension Provider Name

Contact Name

E-Mail Address

Telephone Number

Type of Existing Plan

Policy/Plan Reference(s)

Is the property subject to an existing mortgage?

☐

Yes

☐

No

Will the mortgage be transferred in specie?

☐

Yes

☐

No

### Purchase/Transfer Details

Purchase Price/Transfer Value

Valuer/Surveyor Instructed?

☐

Yes

☐

No

Valuer Name

Valuer Contact

E-Mail Address

Telephone Number

Property Subject to VAT?

☐

Yes

☐

No

Scheme to be VAT Registered?

☐

Yes

☐

No

Transfer of Going Concern?

☐

Yes

☐

No

Responsibility for VAT?

☐

Odyssey Pensions

☐

Members/Trustees

Proposed Date of Exchange

--	--	--	--	--	--

Proposed Date of Completion

--	--	--	--	--	--

Insurance Arranged by

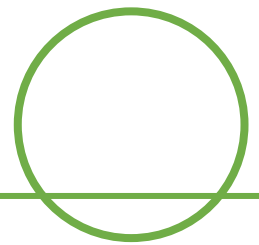
☐

Odyssey Block Policy

☐

Other Insurer

Other Insurer details (if applies)



#### Funding Details

Borrowing Required?

☐

Yes

☐

No

Borrower Name

Borrower Contact

E-Mail Address

Telephone Number

Amount of Borrowing

#### Tenancy Details

Is the property vacant?

☐

Occupied

☐

Vacant

Occupied Property

Name of Tenant

Length of lease outstanding

Annual Rent

Is the Tenant connected to the Scheme Member(s)?

☐

Yes

☐

No

Copy Lease Attached?

☐

Yes

☐

No

Contact Name of Tenant

Any Rental Arrears?

☐

Yes

☐

No

Vacant Property

Name of Proposed Tenant

Length of Proposed Lease

Proposed Annual Rent

Is the Tenant connected to the Scheme Member(s)?

☐

Yes

☐

No

Any Proposed Rent-Free Period?

☐

Yes

☐

No

Any Works intended at property?

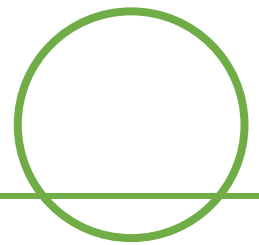
☐

Yes

☐

No

Description of Works



#### Purchasing Solicitor Details

Firm to be nominated by Odyssey Pensions?

☐

Yes

☐

No

Solicitor Firm Name

Contact Name

Firm Address

Post Code

E-Mail Address

Telephone Number

Is the Solicitor instructed to prepare a lease?

☐

Yes

☐

No

#### Vendor Solicitor Details

Solicitor Firm Name

Contact Name

Firm Address

Post Code

E-Mail Address

Telephone Number

#### Ownership Details

Will the Property be owned by more than one party?

☐

Yes

☐

No

Single Scheme Ownership

Scheme Type

☐

SSAS

☐

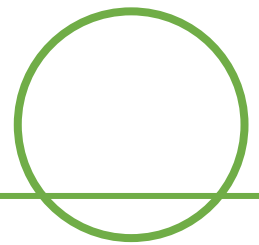
SIPP

☐

Group SIPP

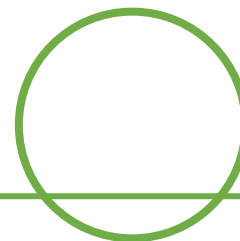
Member/Scheme Name

Reference (if known)



### Multiple Party Ownership

	Scheme/Owner Name	Ownership held via (SSAS, SIPP, Group SIPP, Company, Personal)	% held
1			%
2			%
3			%
4			%
5			%
6			%
Pension Scheme References relating to above (if known)			



Declaration

I/We hereby declare that:

1. The information contained in this form is accurate to the best of my knowledge and belief and no material details have been omitted.
2. I understand that Odyssey Pensions reserves the right to abort any proposed property transaction if it does not satisfy the criteria set out by the Professional Trustee of the Scheme. I also understand that charges may still be made by Odyssey Pensions in the event of an aborted transaction.
3. Where VAT applies to a transaction, I understand that Odyssey Pensions may be prepared to offer limited VAT administration services for the Scheme. I also understand that Odyssey Pensions reserves the right to require the appointment of a VAT adviser or specialist administrator at any point during, or after, the property transaction.
4. Where I am completing this form in the capacity as Member or Trustee, I confirm that Odyssey Pensions is authorised to contact the solicitors detailed on this form to progress the property purchase as detailed.
5. Where I am completing this form in the capacity as Financial Adviser to the Member and/or Trustees, I confirm that I have received instructions to authorise Odyssey Pensions to contact the solicitors detailed on this form to progress the property purchase as detailed. I also confirm that I have made the Member and/or Trustees aware of the situation concerning charges and VAT as detailed in the points above.

Signed

--

Name

--

Capacity

--

Company Name (if applicable)

--

Date

--	--	--	--	--	--	--