

Standard Enquiries to Expedite a Purchase

Important Information Required:

- Land Registry Title and Plan – **please ensure deeds are requested urgently from whoever is holding them it can take 3 weeks for a bank to supply!**
- Last 3 years accounts and last 12 months VAT returns
- Confirmation that opted to VAT and details
- Details of EHO letters/ any threat to licence
- Copy licences and confirmed assistance to transfer.
- TUPE information Staff details inc holiday owed, disciplinary records, pension, sickness records, redundancy policy etc
- Property Plans

Information Required:

- Copies of Supply contracts – eg telephone, AWP, pool table
- Details of AWP contract
- Warranty that Asbestos regulations complied with & report provided (Type II)..
- Details of leased equipment – eg sanitary equipment etc
- Copy of Annual Electric and Gas inspection certificates (PATs & FATs)
- Copy Fire Risk Assessment
- Disability Discrimination Act compliance information
- Details of any bookings and discounts
- Details of disputes of any kind.
- Copy Survey Reports if available
- Records regarding septic tanks
- Energy Performance Certificate
- Air Conditioning Inspection Certificate 12Kw(5 yearly or £300 fine)

Useful Information Required:

- Copy of Council Tax invoice
- Details of Licensing Authority
- Any previous names of the public house.
- Copy of Rates invoice
- Copy of last utilities bills; Gas; Electric; Water
- Details of any guarantees/warranties
- Copy building regulations/planning consents
- Details of any land charges
- Vat invoice will be required on completion
- Alarm information, general (specific codes will be required on completion)
- Details of current suppliers, food, window cleaners, for ingoing operator.