

# PENNEY BLAIKIE LAW CLIENT FORM - Property

**Please take time to complete all relevant sections.**

We understand we ask for a lot of information, but please be assured it will help us offer sound legal advice to you.

## General Information

Full Legal Name: Preferred name:

Previously known names: Date Of Birth:

Residential Address:

Town/City: Post Code:

Mailing Address (if Different from above):

Town/City: Post Code:

Contact Number: Mobile:

Email Address: **IRD Number:**  
MUST provide for all property transactions

Brief description of work you would like us to complete:

Preferred correspondence/disclosure method: Email Post

Occupation: Income Source:

Employer: Trusts: Companies:

Are you- Married De Facto Single Divorced Widow/Widower How long?

Number of Children (Including Adopted): Are any of the children Step/Whangai? if yes, how many:

Do you have a current Will? Yes No Who holds your Will?

Would you like your Will reviewed? Yes No Do you have Powers of Attorney? Yes No

## Residency Information:

Are you a NZ Citizen or Permanent Resident ? Yes No Other:

Are you a Tax resident in any other country? Yes No Other:

IRD Numbers for Trust/Company/Overseas: (Land Trusts must have a IRD number)

## Property Transactions

**Complete this section if you are PURCHASING property:**

Will this be your main family home                      or Investment Property

How are you funding your purchase?

Deposit:

Balance:

Sources of savings (E.g Loans, savings, items sold, gift, inheritance):

Are you using Kiwisaver? Yes                      No                      Are you using Kainga Ora first home grant? Yes                      No

Will you be Joint Tenants                      or Tenants in Common

GST Registered for Property: Yes                      No                      Have you taken accounting advice? Yes                      No

**Complete this section if you are SELLING property:**

Will this be your main family home                      or Investment Property

GST Registered for Property: Yes                      No

Have you taken accounting advice? Yes                      No

Accountant contact details:

**I instruct Penney Blaikie Law on the above matter and have been advised that the Terms of Engagement are available at their webpage or I have a copy. I authorise: deduction of fees and costs from the Penney Blaikie Law Trust Account in relation to my matters. We estimate our fees to be:**

Signed:

Date:

*Please provide original documents to the office.* We are obligated to obtain information from you to meet government imposed legal requirements – AML

- 1. Current Photo ID (Passport or Firearms Licence OR Driver Licence with one other Govt/Bank ID) &*
- 2. Proof of Address (rates demand, IRD, MSD, Bank or power/telephone bill) less than 3 months*
- 3. Death Certificate (For estates); marriage certificates (if name changes)*
- 4. Bank account deposit slip if we are depositing money or account name & number*

Additional Information:

**Office use only. ID Provided:** \_\_\_\_\_

**Vendor Sale - Is this RLWT?**    Yes                      No

**AML Notes:** \_\_\_\_\_

**ID, POD & Info uploaded into Actionstep:**    Yes                      No

**Entered and uploaded by:** \_\_\_\_\_                      **Date:** \_\_\_\_\_