



Home Improvements registration form

Please complete this form in BLOCK CAPITALS, and then send it back to the Home Ownership team at the address on the last page of this form, ensuring that you enclose / attach COPIES of the relevant receipts / paid invoices for the works undertaken. Please refer to our Home Improvements leaflet before completing this form.

Personal details	Customer 1	Customer 2
Title (Ms/Mr/Mrs/Miss/Other)		
First name		
Surname		
Address		
Postcode		
Contact telephone number		
Email address		

Important information
Please be aware an independent surveyor will determine the added value of the registered improvements when valuing your property in connection with any application to either staircase (buy further shares) or redeem your equity loan. It is the added value of the registered improvements which is taken into consideration not the amount which was spent carrying out these works. Please note that we cannot register any improvements unless you provide copies of the relevant receipts / paid invoices for the works undertaken.

Details of improvements undertaken			
Below is a list of works that can be registered as improvements to your property:	Please tick the box indicate which work you wish to register	Please advise the year in which the work was carried out	Please tick to indicate that you have enclosed copies of the paid invoices / sales receipts
General improvements			
Installation of UPVC soffits, fascias and guttering	<input type="checkbox"/>		<input type="checkbox"/>
Installation of double glazing	<input type="checkbox"/>		<input type="checkbox"/>
New fitted bathroom	<input type="checkbox"/>		<input type="checkbox"/>
New fitted kitchen	<input type="checkbox"/>		<input type="checkbox"/>
Installation of central heating system (Where there was previously none)	<input type="checkbox"/>		<input type="checkbox"/>
Upgrade of heating system (From warm air or electric heating system)	<input type="checkbox"/>		<input type="checkbox"/>
Addition of a conservatory	<input type="checkbox"/>		<input type="checkbox"/>
Addition of a car port	<input type="checkbox"/>		<input type="checkbox"/>
Addition of drive way and drop curb (does not include renewal of existing surfaces)	<input type="checkbox"/>		<input type="checkbox"/>
Structural improvements			
Loft conversion (Relevant planning permission and/or buildings regulations must have been obtained)	<input type="checkbox"/>		<input type="checkbox"/>
Extension (Relevant planning permission and/or buildings regulations must have been obtained)	<input type="checkbox"/>		<input type="checkbox"/>
Addition of a porch (Or replacement of a wood structured porch with a brick built / UPVC porch)	<input type="checkbox"/>		<input type="checkbox"/>
Addition of a garage	<input type="checkbox"/>		<input type="checkbox"/>

Other works

Please note works such as decoration, flooring, fencing and garden decking / patios, etc. are classed as repairs and maintenance and cannot be taken into consideration. These works do not need to be registered with Moat.

Registration fee

We will contact you to once we have received your application to confirm the improvements which we are able to registered. To complete the registration process you will need to make payment of the registration fee which is £45 + VAT (£54) this payment can be made via debit or credit card over the telephone.

Declarations

Signed (Applicant 1)

Print Name:

Date:

Signed (Applicant 2)

Print Name:

Date:

This form can be made available in large text.

We offer language Line Service to people whose first language is not English.

Moat Homes Limited, Mariner House, Galleon Boulevard, Dartford, Kent, DA2 6QE

Email: homeownership@moat.co.uk Telephone: 0300 323 0011

Your home is at risk if you do not keep up mortgage repayments or payments on other loans secured on it. Please note that the value of properties can go down as well as up.