



HOOPER
REAL ESTATE

Personal Service – Impressive Results

Owner's Instructions

PROPERTY:

OWNER(S) FULL NAME(S):

POSTAL ADDRESS:

Telephone (private): _____ Business: _____ Mobile: _____

Post statement & cheque to: _____

BANK DETAILS:

Account name: _____

BSB no: _____ Account no: _____

Special instructions: _____

OTHER DETAILS:

Solicitor: _____

Telephone: _____

Body Corporate details:

Strata plan no: _____

Secretary: _____ telephone: _____

Insurance details:

Building policy no. _____ Due date: _____

Insurer: _____

Contents policy no. _____ Due date: _____

Insurer: _____

Contact in case of emergency: _____