



Regulatory Services

Trafford Town Hall

Talbot Road

Stretford

M32 0TH

Telephone - 0161 912 1137

Email - Housing.Standards@trafford.gov.uk

Dear Customer

Re: Buying through the Matchmaker Scheme

Thank you for your enquiry regarding the Empty Property Matchmaker Scheme. The scheme was devised to bring together the owners of empty properties in Trafford and people like you who are a private individual, an investor or a developer who wants to purchase an empty property in the borough.

Please find attached an application form to complete. Please provide as much information as possible about your requirements in order to process your application. As you are interested in purchasing a property through the scheme, please attach the documentation listed as proof that you have the necessary finance to purchase

Proof of address (utility bill)

- Proof of identity (passport / driver's licence)
- A bank statement showing at least 10% funding for a deposit (less than 3 months old)
- Proof of income (less than 3 months old).

Details of properties for sale and how to contact sellers will be placed on a secure webpage with access only to buyers who have registered on the scheme. We will provide you with the password once we receive your completed application.

Please note this is only a matchmaking service. The Council will not be part of the sales process. All negotiations should be between the buyer and the seller directly. Should you require any further information, please contact the Council via the details below.

Yours sincerely,

Empty Property Team



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THE MATCHMAKER SCHEME BUYER FORM

As a buyer looking to purchase an empty property, I have attached evidence that I have the necessary finance to make a property purchase.

Please note the Council is not part of the sales process. All negotiations should be conducted between the buyer and the seller directly.

Date:
Name:
Address:
Contact number(s):
Email address:
Preferred area:
Preferred type of property: (e.g. 2 bedroom, terraced, garden, garage, parking etc)
Preferred budget range: £
Any other comments: (e.g. prefer ready-to-move in, renovation project wanted, redecoration and minor repairs etc)

Please scan and email or post the form to:
Regulatory Services, Trafford Town Hall, Talbot Road, Stretford, M32 0YJ
E-mail: Housing.Standards@trafford.gov.uk

Thank you for your interest in joining the Matchmaker Scheme.
Please let the Council know if you no longer wish to be included on the buyers' list.
Telephone- 0161 912 1377



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THE MATCHMAKER SCHEME PROCESS

If you own an empty property in Trafford and are considering selling it or, if you are looking to buy a property in Trafford, then this scheme is for you.

Types of properties that qualify for the scheme

Properties empty for six months or more.

Process for sellers:

- Landlord contacts the empty property team
- Application and consent form is emailed/posted to landlord
- Consent form with signature is received
- Details of property and JPEG photos of property are received
- Brief details are uploaded onto Council webpage
- Secure password to Council webpage is emailed to seller
- Buyer contacts owner
- The sale process takes place between the seller and buyer
- Landlord notifies us when property is sold.

Process for buyers:

- Buyer contacts the empty property team
- Application form is emailed/posted to buyer
- Application form is received
- Evidence that they have necessary finance to purchase property is received
- Buyer contacts seller to view
- The sale process takes place between the seller and buyer.

Benefits for seller and buyer:

- Free service for both seller and buyer. No fee
- Bypasses estate agent, saves on costs
- Potential reductions in property price if there is disrepair
- Reduces outlay for sellers as no need to renovate before selling
- Simple process for both seller and buyer
- Properties for sale viewed on a secure Council webpage
- Choice to pursue offers or not.

For more information, please contact the Empty Property Team on 0161 912 1377 or email: Housing.Standards@trafford.gov.uk.

Please note that buyers and sellers can come of the list at any time should they wish.