



# Valuation of interest in property or land

This form should be completed by the local authority (LA). When completed it should be emailed, along with the LA1 form to [dwpvaluations@voa.gov.uk](mailto:dwpvaluations@voa.gov.uk)

## Local authority details

**01 Local authority address**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Postcode \_\_\_\_\_

**02 Phone number**

\_\_\_\_\_

**03 Email address**

\_\_\_\_\_

**04 Your reference number is:**

\_\_\_\_\_

**05 Date of completion**  
DD/MM/YYYY

\_\_\_\_\_

## Valuation of interest in property (LA to complete)

**06 We have received an application for Housing Benefit/Council Tax Support and need to know the market value of the customer's interest in the property at this address:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Postcode \_\_\_\_\_

**07 Please give your opinion for this property at the date or dates:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**08 Please tell us the:**

Market value **Part 1**

Market value of customer's share **Part 2**

**09 Complete one of the following:**

The deemed share is:  
 \_\_\_\_\_ %

The actual share is:  
 \_\_\_\_\_ %

**10 Name**  
In CAPITALS

\_\_\_\_\_

**11 Date**  
DD/MM/YYYY

\_\_\_\_\_

**Part 1: Market value** (VOA to complete)

**12** In my opinion the market value of the property was

£  on

£  on

£  on

**13** Please give any additional information in the box below

**14** I confirm that:

- no deduction has been made for any mortgage or other liability secured on the property, or for any expenses of sale.
- I have taken into account all of the relevant information I have been given about the property.

**Name**

**Professional qualifications**

**Date**  
DD/MM/YYYY

**Phone number**

**VOA reference**

## Part 2: Market value of share (VOA to complete)

**15 I confirm that using the information supplied I have:**

- assumed the customer is a willing seller
- considered any encumbrances
- assumed the ownership and any encumbrance are deemed to be in equal shares in joint ownership cases only

**and considered:**

Please tick the sections which apply

- A – rights of occupation possessed by occupants who are not owners
- B – if the other owners would agree to the sale of the asset as a whole
- C – if the other owners would be willing and able to buy the share
- D – the occupation of the property by other owners and whether they would be willing to vacate it
- E – where the other owners would not buy the share or agree to the sale of the asset as a whole or are not prepared to vacate the property:
  - the attitude of the courts – whether they would order the sale of property as a whole; as a partition; or some other order
  - the length of time a purchaser may have to wait before obtaining possession of the asset, ie the share
  - the potential legal costs of a buyer
- F – the rights of occupation of the other owners
- G – planning or other restrictions on the property as specified on form LA1

- H – the risks that legal owners may try to abuse their position – for example, sell the property and keep the proceeds for themselves; encumber the property with secured debts; or lease the property

- J – sales of similar share interests in property, the comparables used to value the share element being:

- VOA database
- sales information
- land registry list
- estate agents particulars
- other – please state

- K – that there is:

- no market for the share
- a market for the share at or in
  - auctions
  - private treaty
  - other – please state

**16 In my opinion the market value of the:**

• entire property is

£  on

£  on

£  on

- customer's share after considering encumbrances:
  - using the information on form LA1
  - taking into account the above factors relevant to this case, and
  - using my professional judgement to reach a balanced figure is

If nil value, **go to Declaration**

£  on

£  on

£  on

**17 Please give any additional information in the box below.**

## Declaration

**18 I have not** reflected the costs of disposal of the customer's interest in this valuation.

**I confirm that** I have the knowledge, skills and understanding to undertake the valuation competently and that my valuation complies with the requirements of the Royal Institution of Chartered Surveyors (RICS).

**Name**

### Professional qualifications

**Date**

DD/MM/YYYY

**Phone number**

**VOA reference**