



**TRAFFORD
COUNCIL**

Regulatory Services

Trafford Town Hall

Talbot Road

Stretford

M32 0TH

Telephone - 0161 912 1137

Email - Housing.Standards@trafford.gov.uk

Dear Customer

Re: Selling through the Matchmaker Scheme

Thank you for your enquiry regarding the Empty Property Matchmaker Scheme. The Matchmaker Scheme was devised to bring together the owners of empty properties in Trafford like you and private individuals, investors and developers who want to purchase properties in the borough.

As you are interested in selling your property through the scheme, please find enclosed an application /consent form for you to complete and return to us.

The Council require as much information as possible about the property in order to process your application. Please attach JPEG pictures of the property to an email so these can be uploaded to the website. Alternatively, please contact us if you are not able to email photographs.

Basic details of the property and how to contact you will be placed on a secure webpage with access only to buyers who are fully registered on the scheme and all registered buyers have provided evidence that they have the finance in place to purchase.

For guidance, we advise that you have someone else present when showing the property or do group viewings.

Please note this is just a matchmaking service. The Council will not be part of the sales process. All negotiations should be conducted between the seller and buyer directly.

Should you require any further information, please contact me using the details below.

Yours sincerely,

Empty Property Team



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THE MATCHMAKER SCHEME SELLER FORM

If your property has been empty over six months, details of your property will be included on a secure webpage. Please sign the consent form below to confirm that this is permitted.

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

Address of empty property for sale (including postcode):
How long property empty?
Details of property (e.g. 2 beds, garden, garage, parking):
Asking Price £
Any other comments (e.g. needs redecoration, full renovation)
Name of estate agent if currently for sale:
Owner's Name and Address:
Owner's contact Number:
Owner's email address:
Please sign to give consent to the Council to use details of your empty property and a designated photo for the Scheme.
Signature: Date:

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 if you are selling through an estate agent or no longer wish to be included on the seller's 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 ask to be removed from the list at any time should they wish.