



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

<b>01</b> Local authority address	<b>03</b> Email address
Postcode	<b>04</b> Your reference number is:
<b>02</b> Phone number	<b>05</b> Date of completion DD/MM/YYYY

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

<b>06</b> 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	<b>08</b> Please tell us the: Market value <b>Part 1</b> Market value of customer's share <b>Part 2</b>
<b>07</b> Please give your opinion for this property at the date or dates:	<b>09</b> Complete one of the following: The deemed share is: % The actual share is: %
	<b>10</b> Name In CAPITALS
	<b>11</b> 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.**

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## 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**