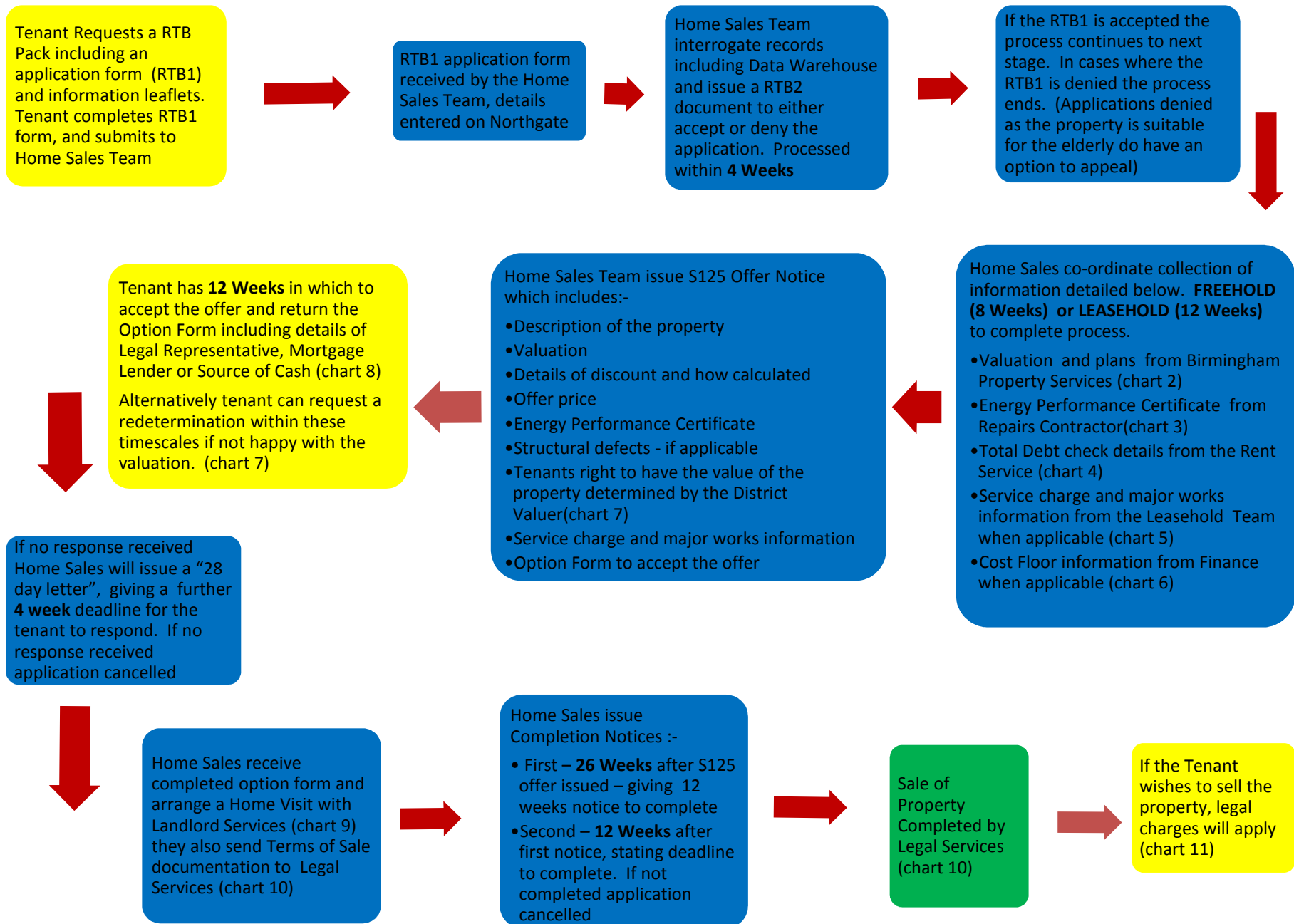
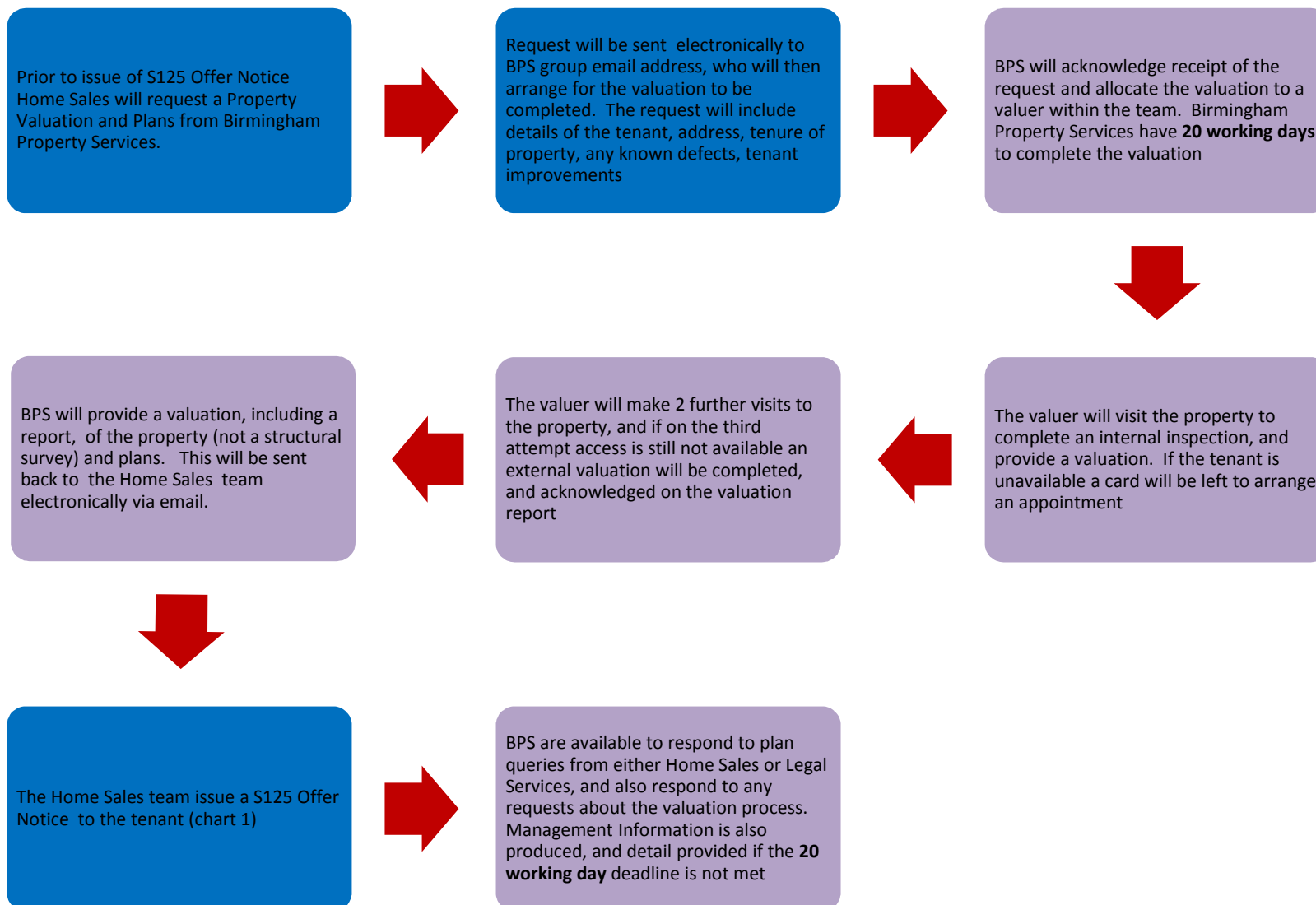


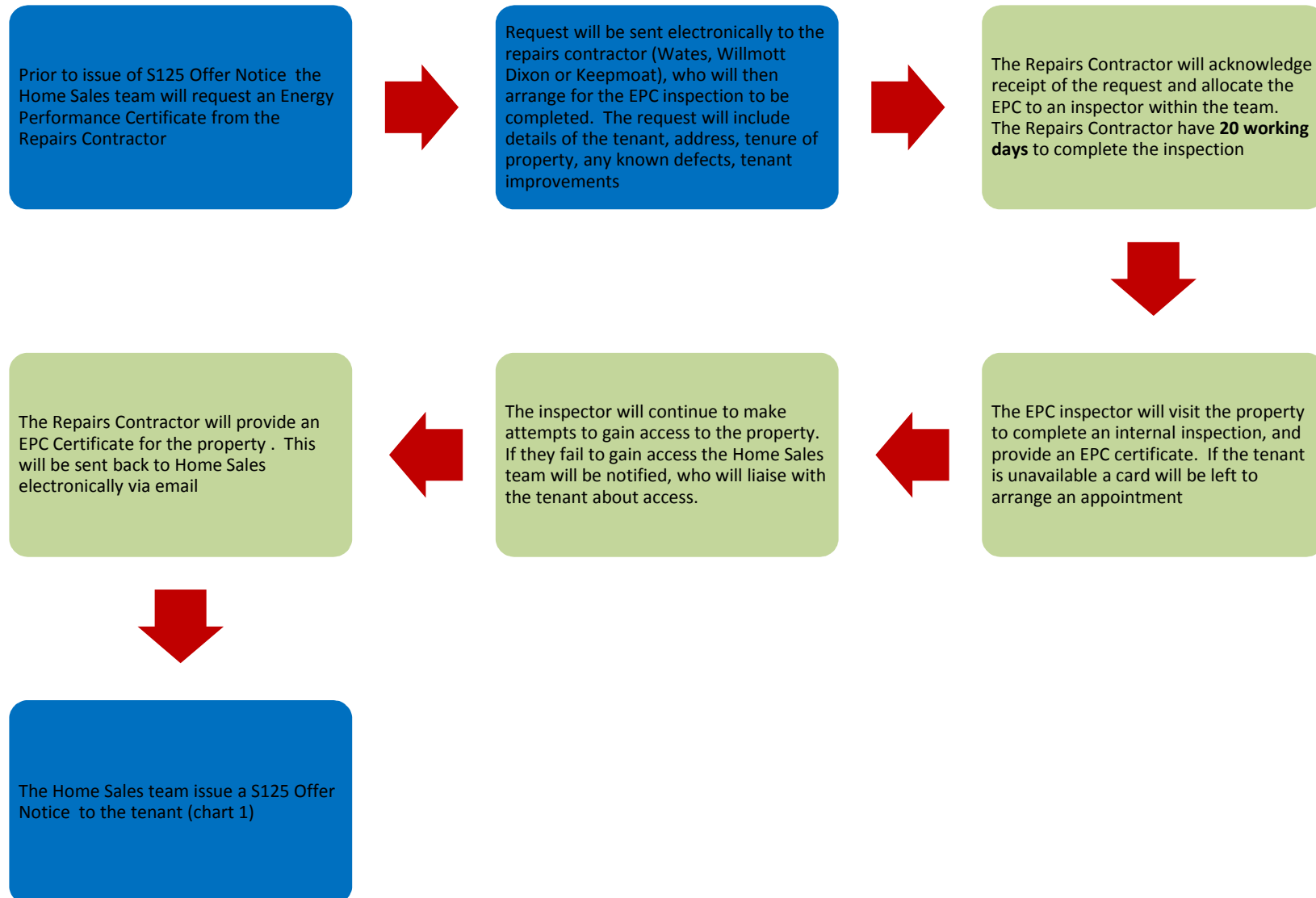
## Right to Buy Process – Overview (chart 1)



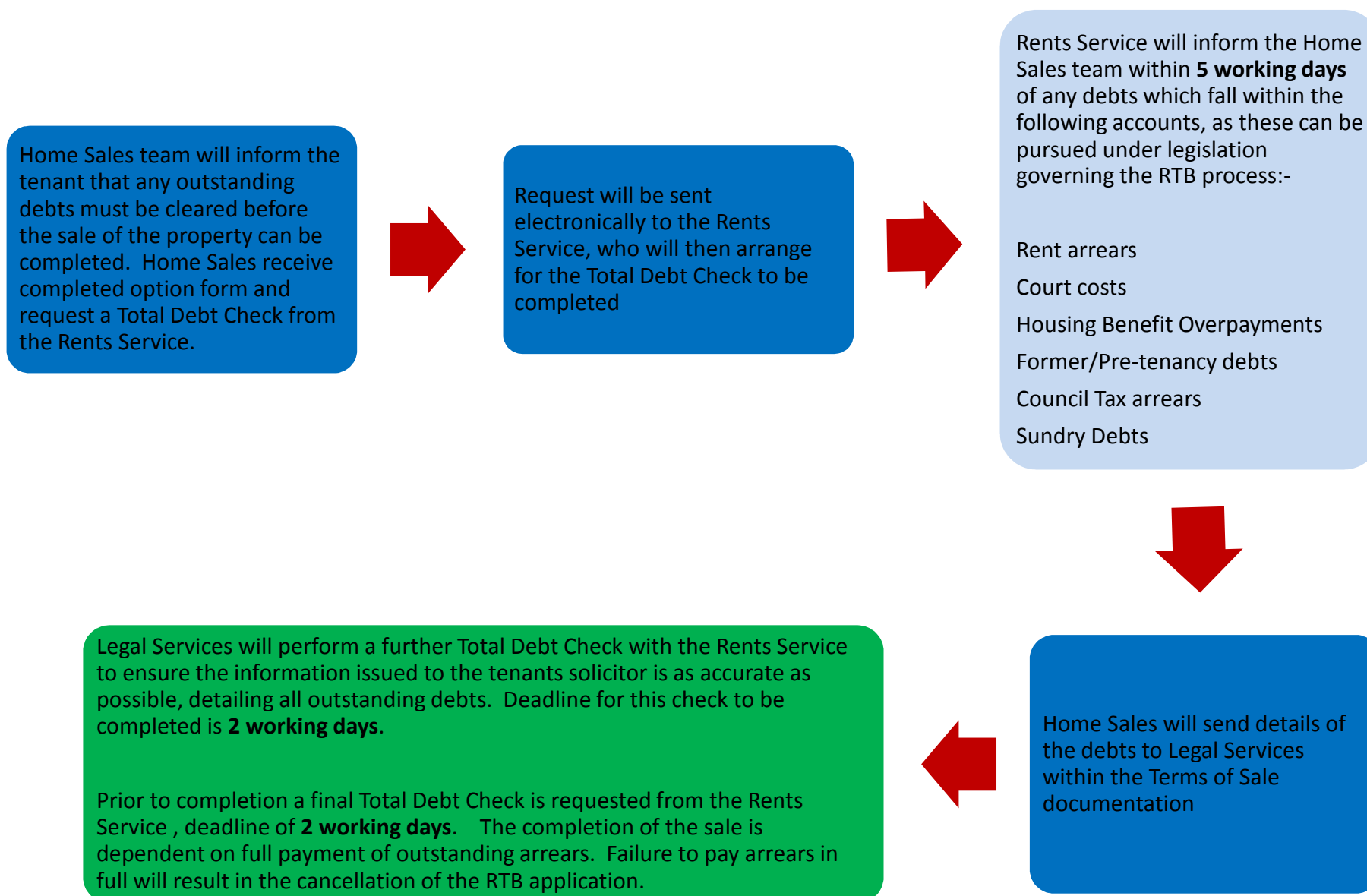
## Right to Buy Process – Birmingham Property Services – Valuation of Property and Production of Plans (chart 2)



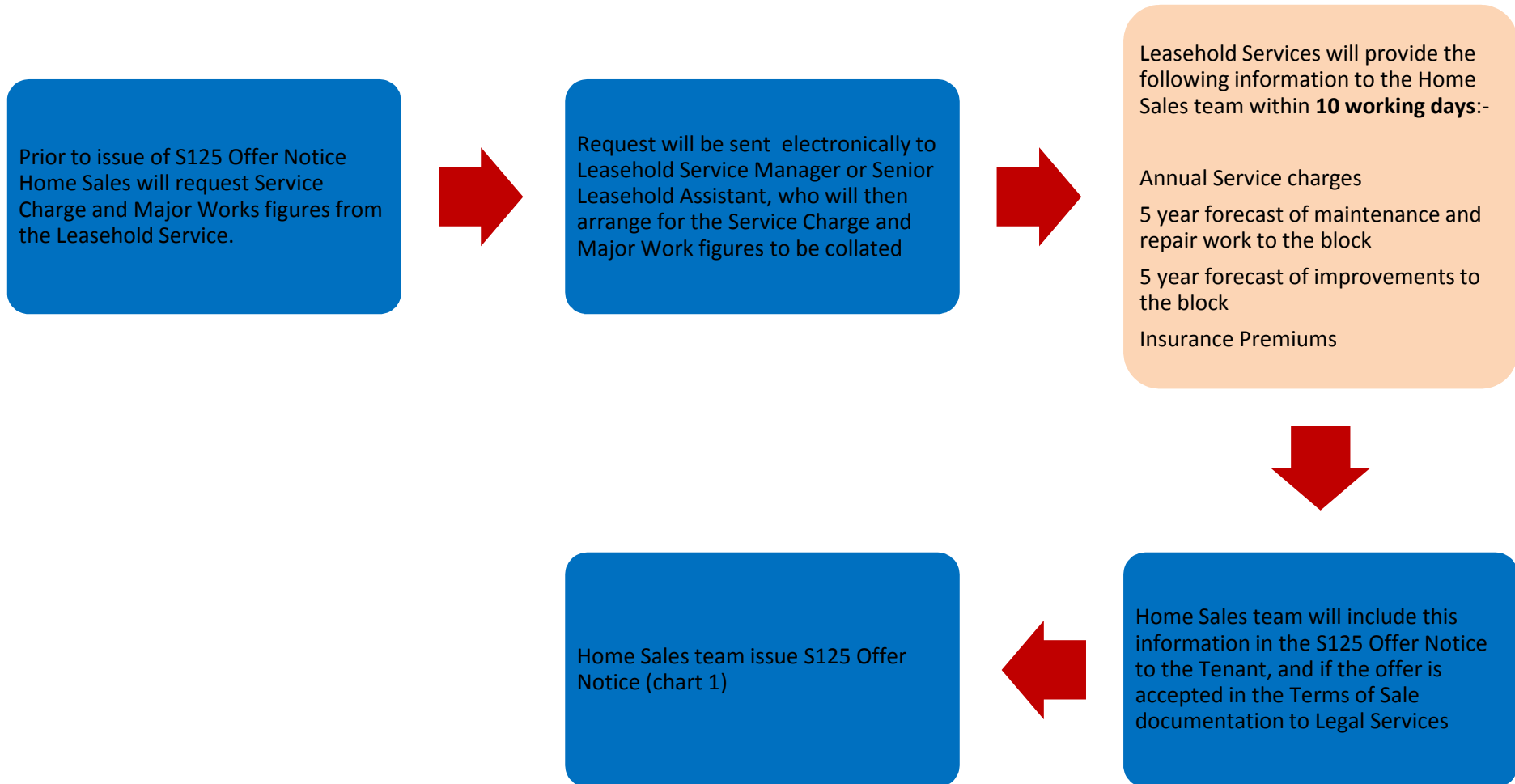
## Right to Buy Process – Repairs Contract regarding Energy Performance Certificate (chart 3)



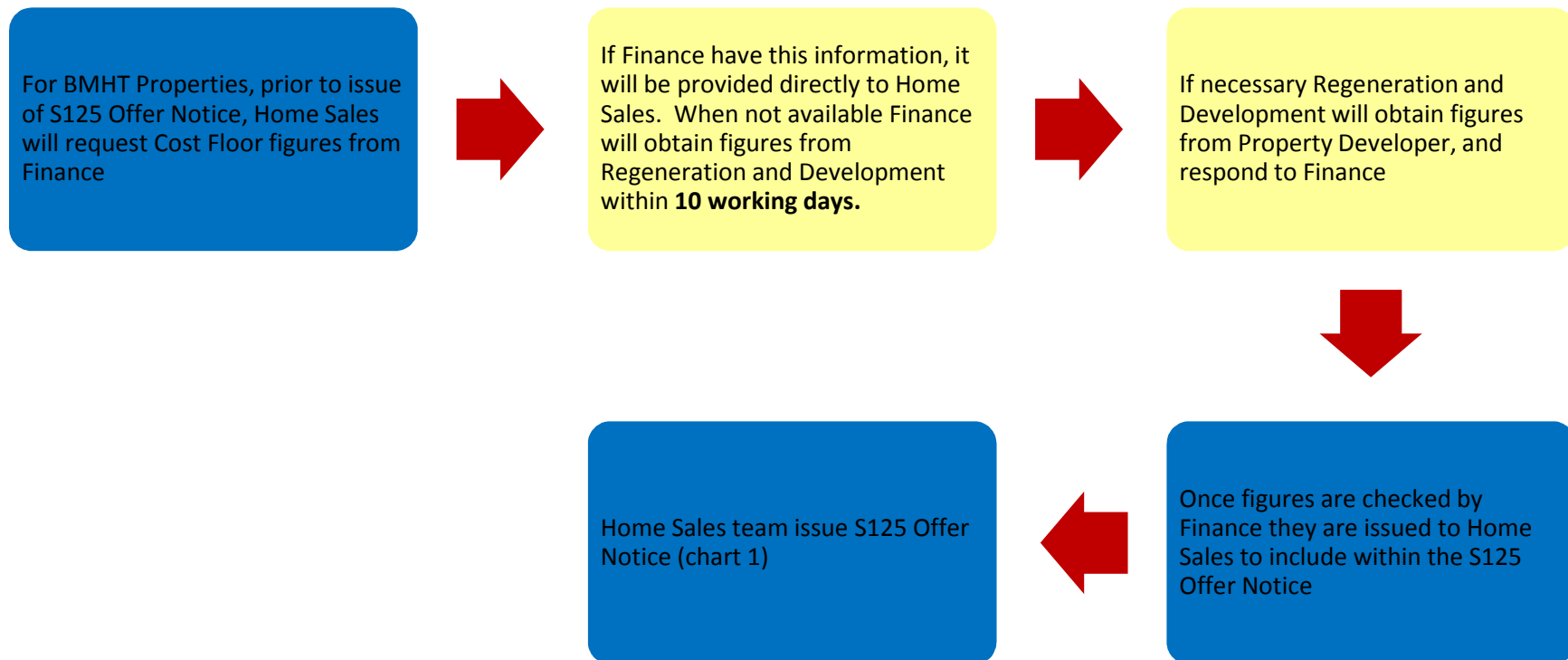
## Right to Buy Process – Rents Service – Total Debt Check (chart 4)



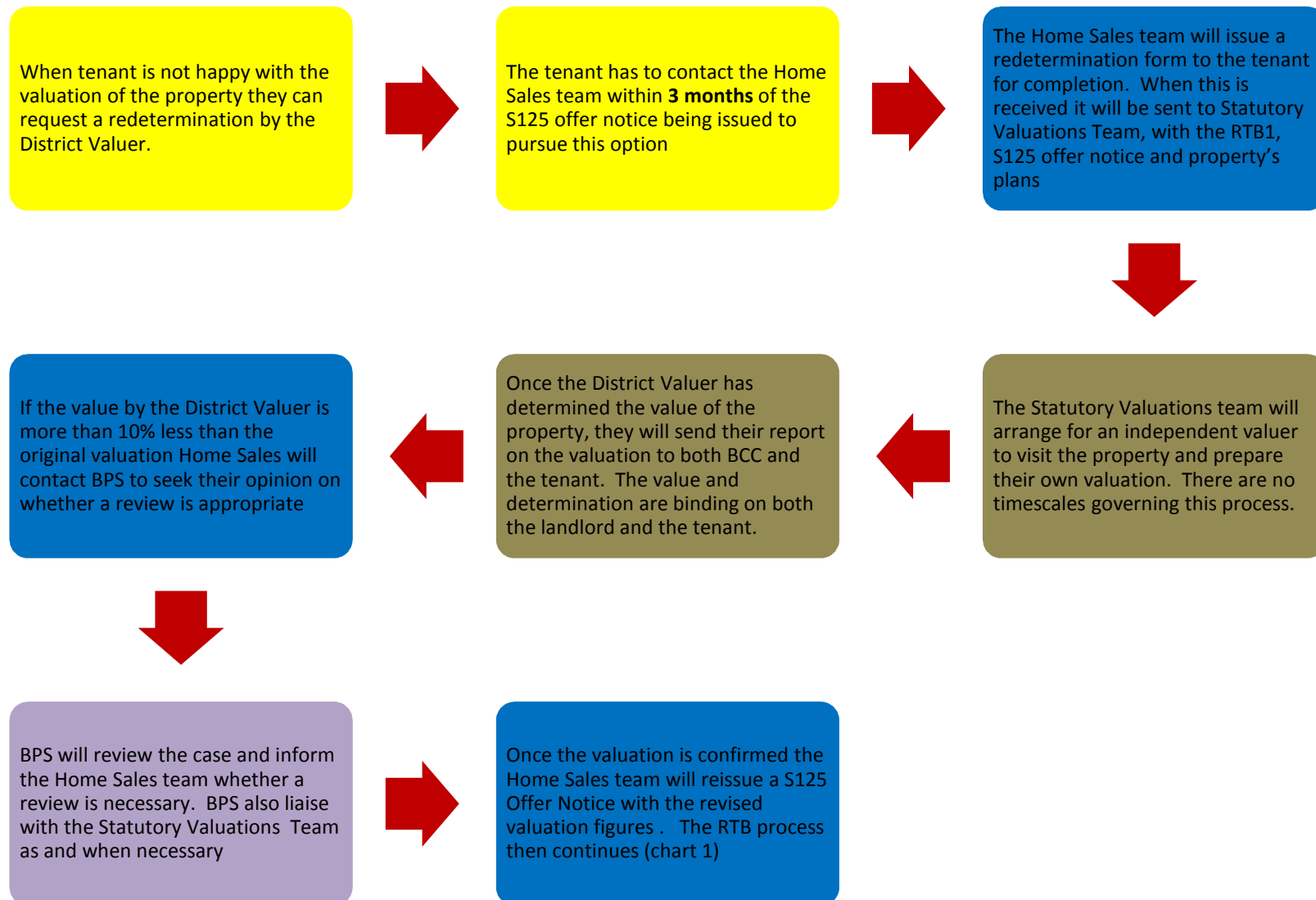
## Right to Buy Process – Leasehold Services – Production of Service Charge and Major Works Figures (chart 5)



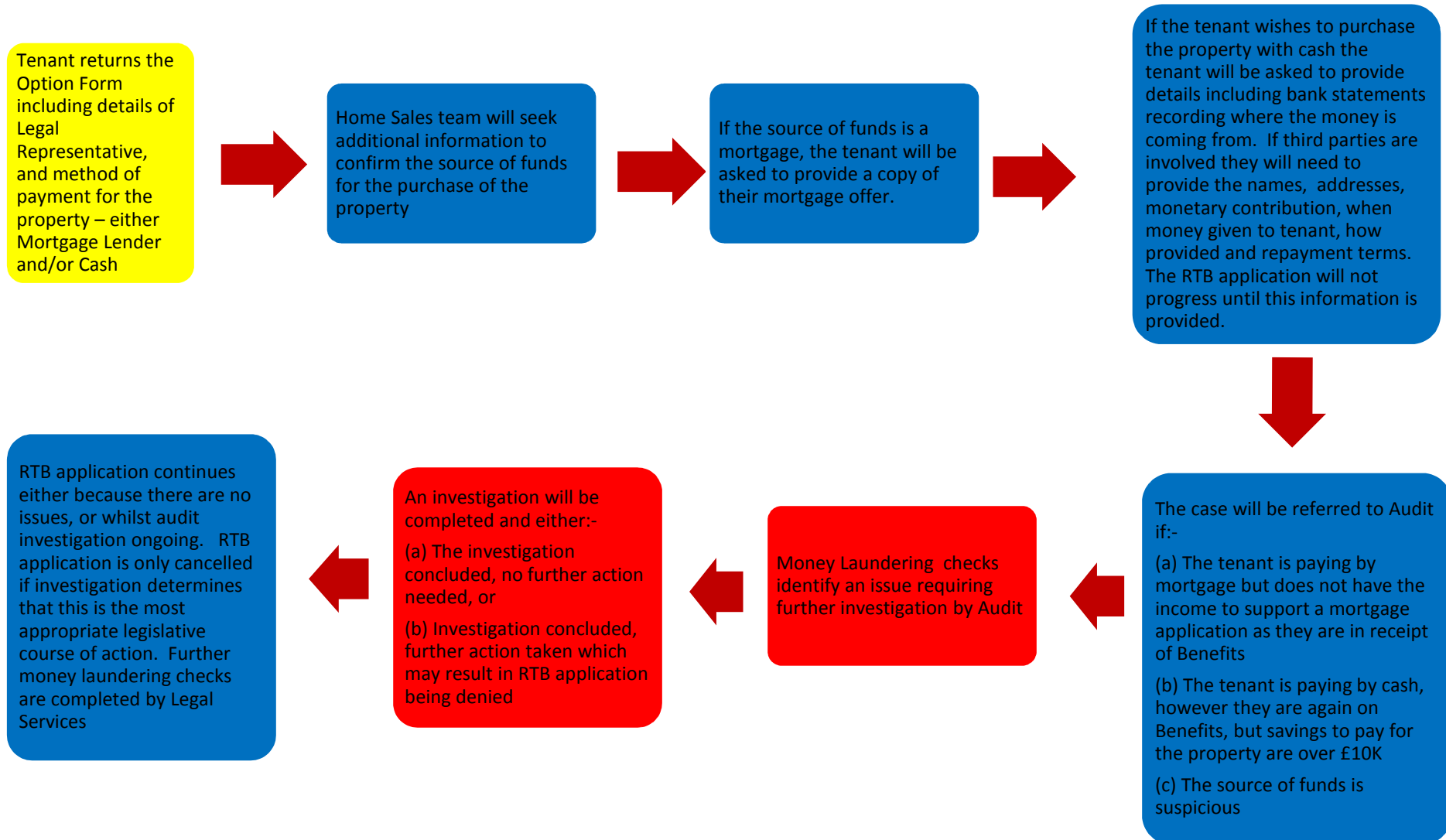
## Right to Buy Process – Finance – Collation of Cost Floor for BMHT Properties (chart 6)



## Right to Buy Process – District Valuer - Redetermination of Property Value (chart 7)

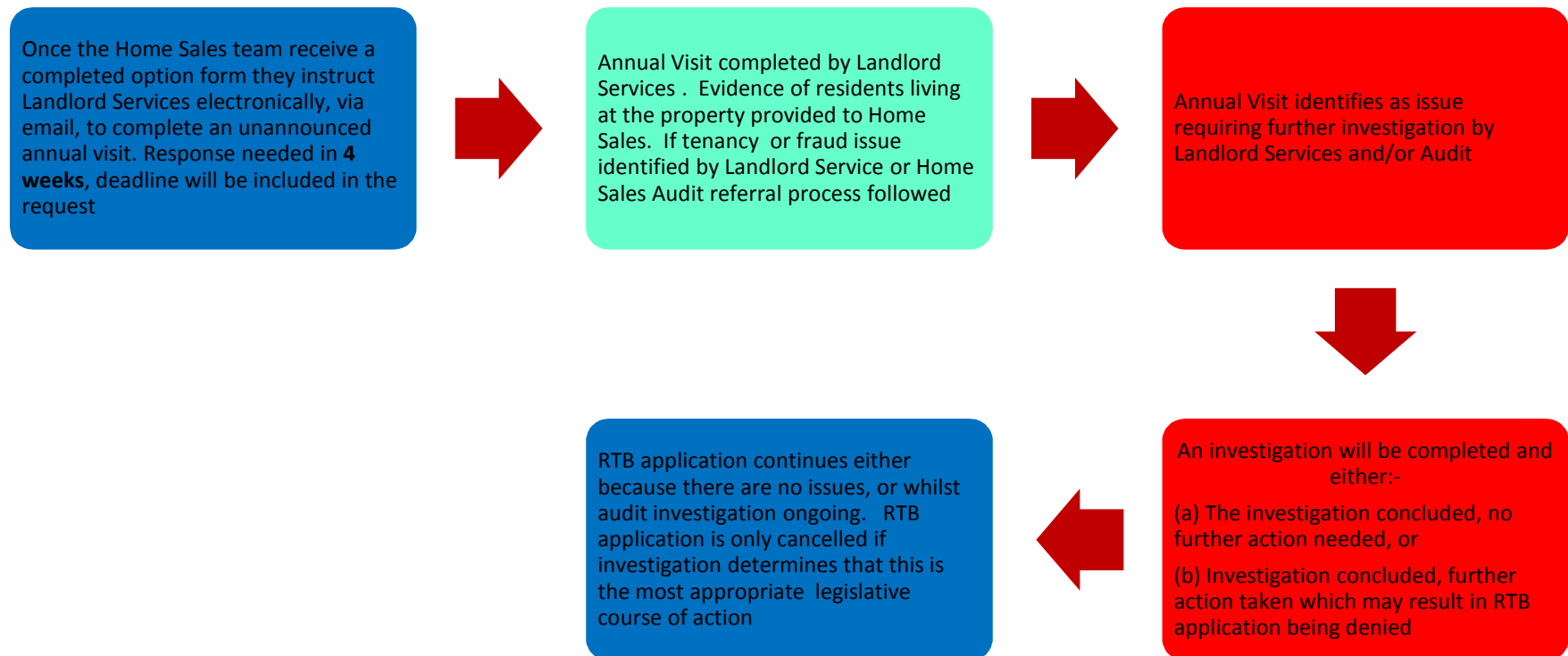


## Right to Buy Process – Money Laundering Checks (chart 8)

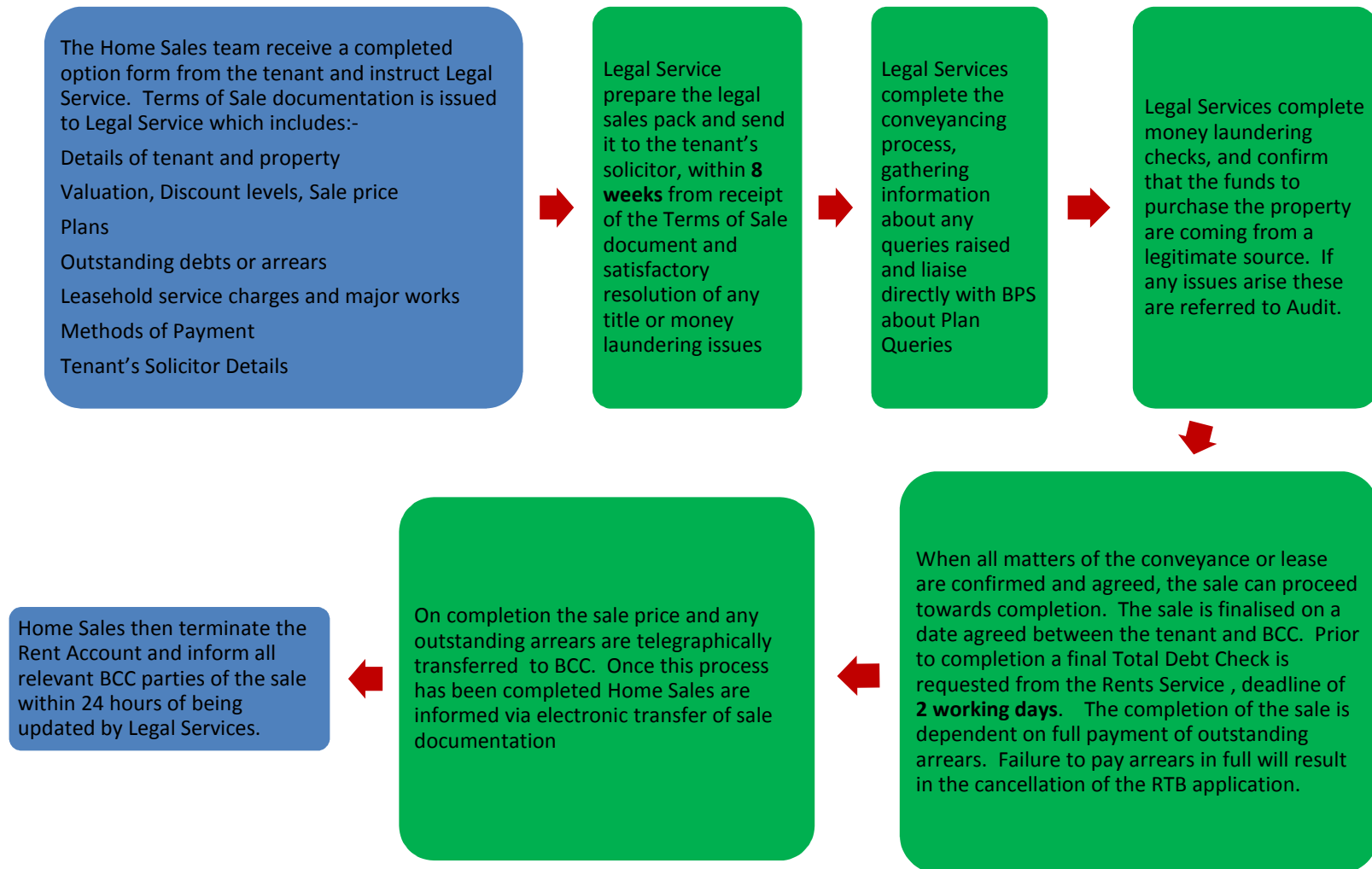




## Right to Buy Process – Landlords Service – Annual Visit Process (chart 9)



## Right to Buy Process – Legal Services – Conveyancing Process (chart 10)



## Right to Buy Process – Subsequent Sale of Property by Tenant (chart 11)

If the ex-tenant wishes to sell the property, they must write to the Home Sales Team



Home Sales team will check the following:-

Discount Repayment will be applicable within 5 year of the completion date (prior to 18<sup>th</sup> January 2005 a 3 year discount repayment period applied). If this charge is applicable Home Sales will write to the ex-tenant seeking valuation details to calculate appropriate level of discount to be repaid.

Right to First Refusal Charge needs to be checked as the ex-tenant has an obligation to offer the property back to the council within 10 years of the completion date. Currently permission is being granted for the property to be sold on the open market as its not cost effective to repurchase the property