



Northumberland County Council

Purchasing of Discount Market Value Properties Buyers Guidance Note

(Approved by the Director Planning - 1 December 2020)

This note guides the applicant/buyer through the process of purchasing a Discount Market Value (DMV) property. DMV property sales and purchases are controlled by Section 106 legal agreements and each S106 agreement has different criteria which need to be followed.

Please note that all Section 106 Agreements are different so your property cannot be compared to other properties outside the particular housing development.

Purchasing a Discount Market Value (DMV) property can be done either directly from a developer of a new housing development site, or through the re-sale of an existing DMV property advertised through an estate agent.

- 1) Complete a DMV eligibility application form. This can be downloaded from the Council's [Affordable Housing](#) webpage in the Discount Market Sales - Advice for homebuyers section.
- 2) Alongside the application form, a recent mortgage in principle statement, financial advisor statement and copies of the last three months bank statements will also need to be provided as evidence.
- 3) Submit your completed DMV application form and supporting evidence to housing.proposals@northumberland.gov.uk.
- 4) We will contact you if necessary to check or seek any additional information that may be necessary if not submitted in your application.
- 5) Upon approval of your application, you will receive a letter of confirmation by post or email. Please ensure you retain this letter in a secure place as it might be needed at a later date (such as when you come to sell your DMV property).
- 6) An administrative charge is payable by the seller, through their conveyancing solicitor, to the Council for issuing the necessary certificate for HM Land Registry purposes to confirm compliance with Section 106 affordable housing requirements as per the restrictions contained within the Land Title.
- 7) Your conveyancing solicitor may require the Council to issue a certificate to confirm that the obligations of the S106 agreement have been complied with. The seller is responsible for paying the necessary administrative fee for this.
- 8) Your conveyancing solicitor is recommended to check whether any legal Deed of Covenant may be required for Land Registry title purposes, and liaise with the Council's Legal Services as necessary.
- 9) Please make the Council's Housing Enabling team aware if the intended purchase does not go ahead as expected to ensure we can dispose of your application.

Contact Details:

Housing Enabling Team (Planning Policy)

E: Housing.Proposals@northumberland.gov.uk