



Generating a Comparable Property Report

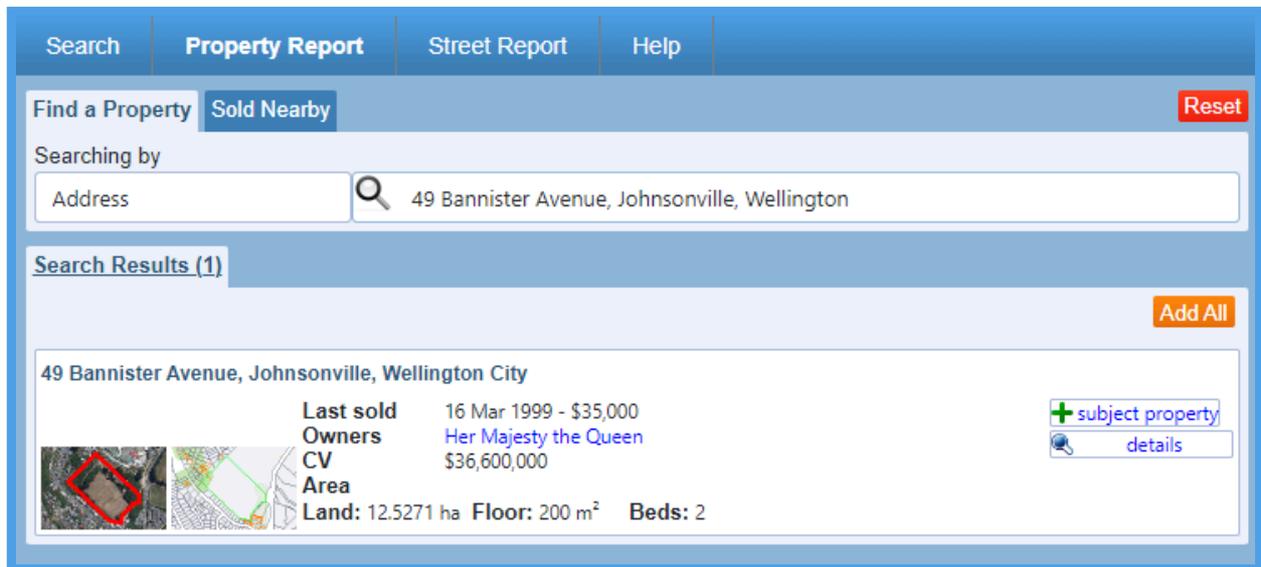
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2. Your subject property:

In the 'Property Report' Tab, start by Searching for your subject property by choosing from the range of search options in the drop down menu.

If there are multiple properties that have come up in the search results, you can add the correct property to your CMA by clicking '+ subject property'.

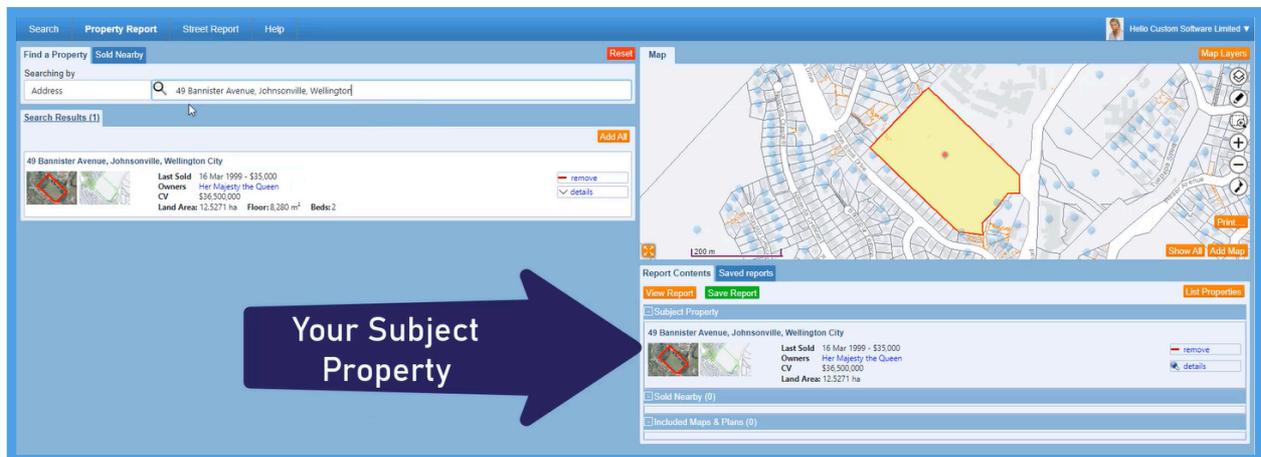


The screenshot shows the 'Property Report' tab selected. The search bar contains '49 Bannister Avenue, Johnsonville, Wellington'. Below the search bar, the search results for '49 Bannister Avenue, Johnsonville, Wellington City' are displayed. The results include a small map, a satellite view, and the following details:

| | |
|------------------|------------------------|
| Last sold | 16 Mar 1999 - \$35,000 |
| Owners | Her Majesty the Queen |
| CV | \$36,600,000 |
| Area | |
| Land: | 12.5271 ha |
| Floor: | 200 m ² |
| Beds: | 2 |

Buttons for '+ subject property' and 'details' are visible on the right side of the results card.

Your subject property is displayed under the map on the right.



This screenshot shows the same search results as the previous image, but with a map view on the right. The subject property is highlighted in yellow on the map. A large blue arrow points from the text 'Your Subject Property' to the highlighted property on the map. Below the map, the 'Report Contents' section shows the subject property selected, with a 'View Report' button and a 'Share Report' button. The 'Sold Nearby' section is currently empty.

3. The Sold Nearby tab: finding comparable sales:

Click on the 'Sold Nearby' tab to add comparable Properties to your CMA.

4. Filtering search results:

The screenshot shows the Prover Property Report interface. Three callout boxes provide instructions:

- Find Comparable Properties:** Points to the 'Sold Nearby' button in the 'Find a Property' section.
- Define your search area and property type:** Points to the 'Property Type' dropdown menu and the 'Sale Date' dropdown menu.
- Filter by Property Attributes, Council Category or Title Type:** Points to the 'Property Attributes Filter' section, which includes filters for Sale Price, Bedrooms, Floor Area, Building Age, Capital Value, Bathrooms, Land Area, Wall, and Roof.
- Add comparable properties to your report:** Points to the '+ add nearby' button in the search results table.

| Address | Sold | Price | CV |
|---|-------------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 116 John Sims Drive, Johnsonville, Wellington City | 5 Jul 2021 | \$910,000 | \$1,200,000 | \$1,200,000 | \$1,200,000 | \$1,200,000 | \$1,200,000 | \$1,200,000 | \$1,200,000 |
| 179046 Fraser Avenue, Johnsonville, Wellington City | 25 Jun 2021 | \$750,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$1,000,000 |

4.1. Choose your sale date range and search area:

Select your Property Type and whether you want to show only bona fide sales in your search.

You can select your sale date range to display sales from the past 3 months and up to 3 years, and you can increase your search radius out to 4 km.

This close-up shows the search filters section. The 'Property Type' dropdown is open, showing options: Residential & Lifestyle (selected), Rural & Lifestyle, and Commercial. The 'Sale Date' dropdown is also open, showing options: last 3 months (selected), Radius, New Zealand, Current map view, and Defined Areas. The 'only bona fide sales' checkbox is checked. The search area is set to '500 m around 49 Bannister Avenue, Johnsonville, Wellington City'.

You can choose to search within a radius around your subject property, the current map view, all of NZ, or a defined search area.

4.2. Defining a search area:

Change to 'Defined areas', click 'Add', then draw a polygon around your area of interest.

Search | **Property Report** | Street Report | Help

Find a Property | **Sold Nearby** | Reset

Property Type: Residential & Lifestyle | only bona fide sales | Sale Date: last 3 months

Search Area: Defined Areas

| Add | Edit | Delete

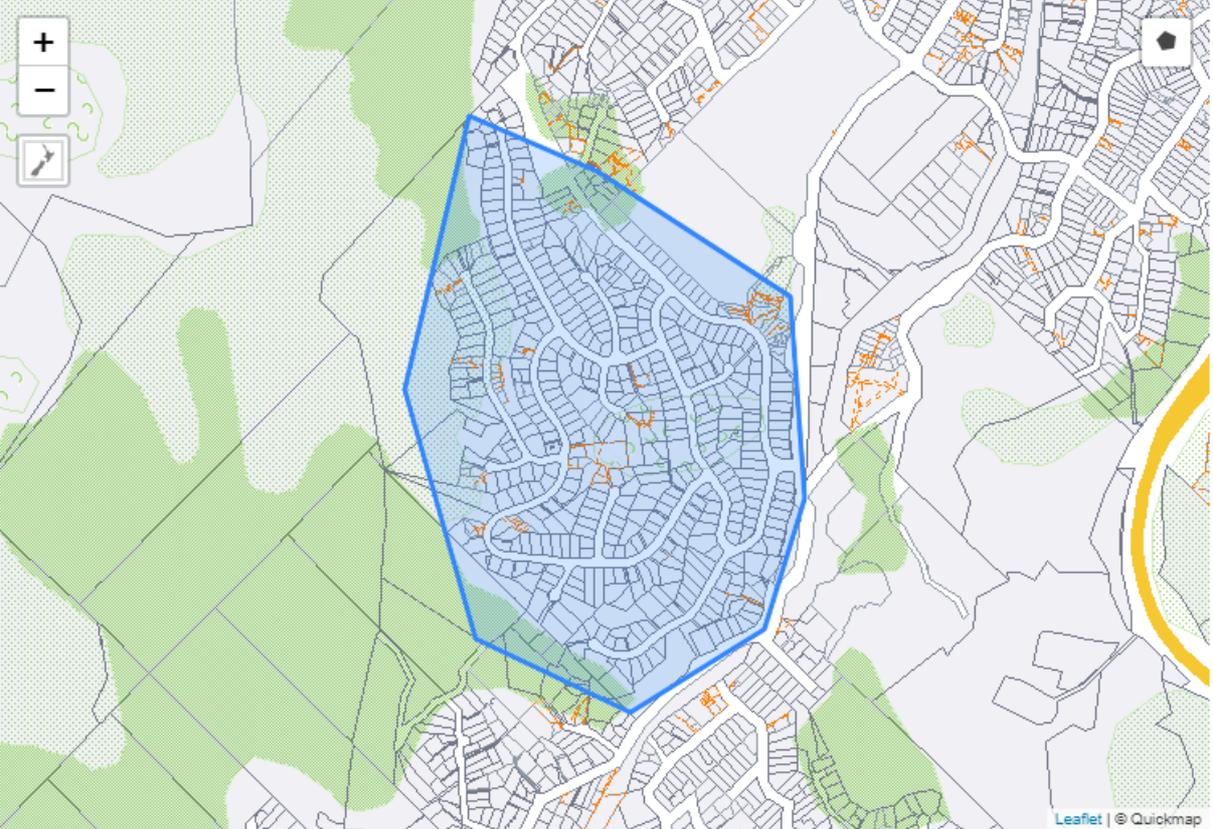
Area Name: Johnsonville South (contains 1 polygons)

Property Attributes Filter

Edit Area ✕

User Defined Search Areas

Use this popup to create or edit one or more areas you wish to search in.



Leaflet | © Quickmap

Close

4.3. Property attributes filter:

You can filter your search results with the Property Attributes filter, changing attributes such as sale Price and number of Bedrooms and bathrooms.

| Search | Property Report | Street Report | Help |
|--|---|---------------|-----------------------------|
| Find a Property | | | Sold Nearby |
| Property Type | | | Residential & Lifestyle |
| <input checked="" type="checkbox"/> only bona fide sales | | Sale Date | last 3 months |
| Search Area | | Radius | |
| 4 km around 49 Bannister Avenue, Johnsonville, Wellington City | | | |
| [-] Property Attributes Filter | | | |
| Sale Price | \$0 to \$10M+ | Capital Value | \$0 to \$10M+ |
| Bedrooms | 0 to 6+ | Bathrooms | 0 to 4+ |
| Floor Area | 0 m ² to 500+ m ² | Land Area | 0 m ² to 200+ ha |
| Building Age | Pre 1880 to 2040 | Wall | Any |
| <input checked="" type="checkbox"/> include unknown age | | Roof | Any |
| [+] Council Category Filter | | | |
| [+] Title Type Filter | | | |

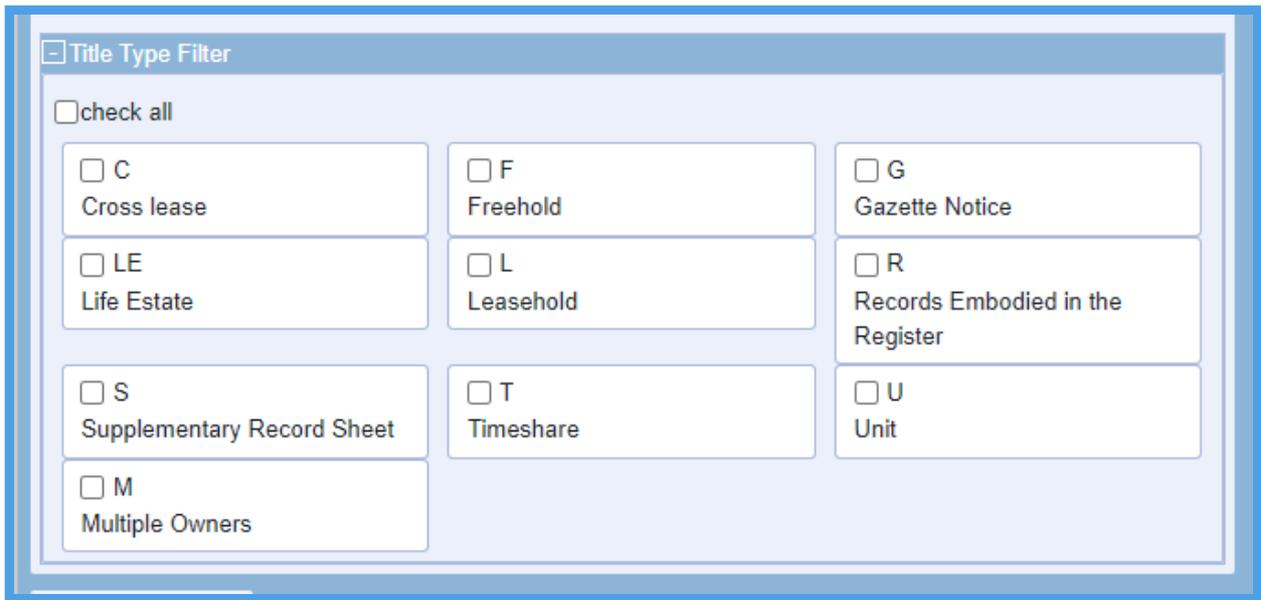
4.4. The Council category filter:

The Council Category filter is helpful if you are interested in searching for specific property types such as bare land, or Home and Income properties.

| | | |
|---|---|--|
| [-] Council Category Filter | | |
| Lifestyle | | |
| <input type="checkbox"/> check all | | |
| <input type="checkbox"/> Bare | <input type="checkbox"/> Improved | <input type="checkbox"/> Vacant |
| Other | | |
| <input type="checkbox"/> check all | | |
| <input type="checkbox"/> Assembly halls etc | <input type="checkbox"/> Educational | <input type="checkbox"/> Health |
| <input type="checkbox"/> Maori | <input type="checkbox"/> Passive | <input type="checkbox"/> Religious |
| <input type="checkbox"/> Sports | <input type="checkbox"/> Vacant | <input type="checkbox"/> Multiple/other |
| Residential | | |
| <input type="checkbox"/> check all | | |
| <input type="checkbox"/> Apartments | <input type="checkbox"/> Bare block | <input type="checkbox"/> Converted to flats |
| <input type="checkbox"/> Dwelling | <input type="checkbox"/> F – ownership home units | <input type="checkbox"/> Home and income |
| <input type="checkbox"/> Multi unit(vacant) | <input type="checkbox"/> N – more than 1 dwelling | <input type="checkbox"/> Parking – likely res. use |
| <input type="checkbox"/> Rental flats | <input type="checkbox"/> Vacant (single res.) | |
| [+] Title Type Filter | | |

4.5. The Title type filter:

You can also filter results by title type such as cross lease or freehold titles.

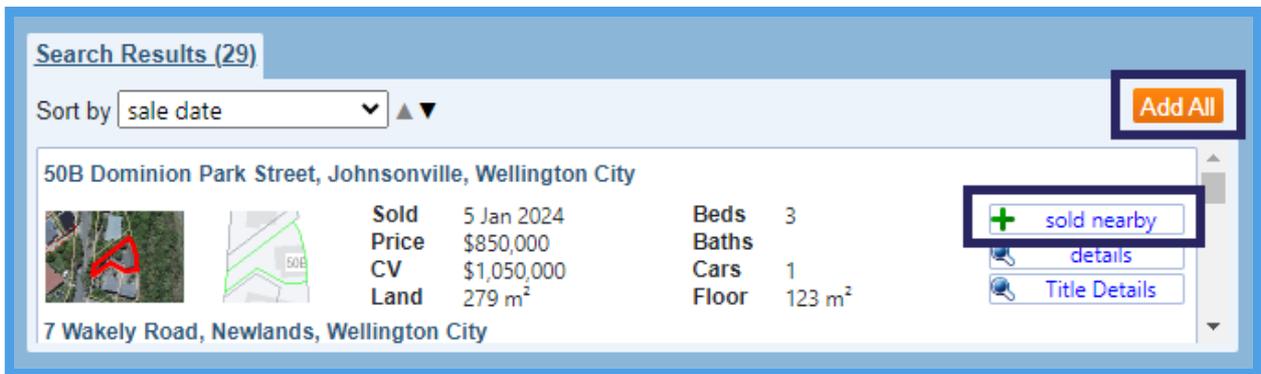


Title Type Filter

check all

| | | |
|--|---|--|
| <input type="checkbox"/> C Cross lease | <input type="checkbox"/> F Freehold | <input type="checkbox"/> G Gazette Notice |
| <input type="checkbox"/> LE Life Estate | <input type="checkbox"/> L Leasehold | <input type="checkbox"/> R Records Embodied in the Register |
| <input type="checkbox"/> S Supplementary Record Sheet | <input type="checkbox"/> T Timeshare | <input type="checkbox"/> U Unit |
| <input type="checkbox"/> M Multiple Owners | | |

Add comparable properties to your report either individually by selecting '+ Sold Nearby' or click the 'Add all' button.



Search Results (29)

Sort by ▲ ▼ **Add All**

| | |
|---|---|
| 50B Dominion Park Street, Johnsonville, Wellington City | |
|  |  |
| Sold 5 Jan 2024 | Beds 3 |
| Price \$850,000 | Baths |
| CV \$1,050,000 | Cars 1 |
| Land 279 m ² | Floor 123 m ² |
| 7 Wakely Road, Newlands, Wellington City | |

[+ sold nearby](#)
[details](#)
[Title Details](#)

5. Manually adding sales:

If there is a sale that does not display in the list that you would like to add to your report you can add this by going back to the 'Find property tab' and searching for the address. Then click on '+ Sold Nearby' to add this to your list.

You can then go into the property 'details' and click on 'edit property' to add in the recent sale price if needed.

Search **Property Report** Street Report Help

Find a Property Sold Nearby Reset Map

Searching by

Address

Address
Valuation Reference
Legal Description
Owner/Corporate Name
Title Number
Survey Plan

Wellington City

Last sold pre 1989 - \$132,000
 Owners Housing New Zealand Limited, and Housing ...
 CV \$910,000
 Area Land: 556 m² Floor: 90 m² Beds:

+ subject property
 + sold nearby
 details
 Title Details

47 Kipling Street, Johnsonville, Wellington City

Edit Property Google Street View



| | | | |
|---------------|----------------------|--------------|---------------------|
| Valref | 16742-24000 | Improvement | \$220,000 |
| Capital Value | \$910,000 | Land Value | \$690,000 |
| Floor Area | 90 m ² | Land Area | 556 m ² |
| Exterior | Brick (Average) | Roof | Tile Profile (Fair) |
| Bedrooms | | Building Age | 1940-1949 |
| Bathrooms | | Land Use | Residential |
| Car Spaces | | Estate | |
| Last Sold | pre 1989 — \$132,000 | | |
| Category | RD194B | Zone | 9A |
| | Residential Dwelling | | Residential |

6. Viewing and editing your property report:

Once you have added your subject property and comparable recent sales nearby, click 'View Report'.

Report Contents **Saved reports**

View Report Save Report

Subject Property

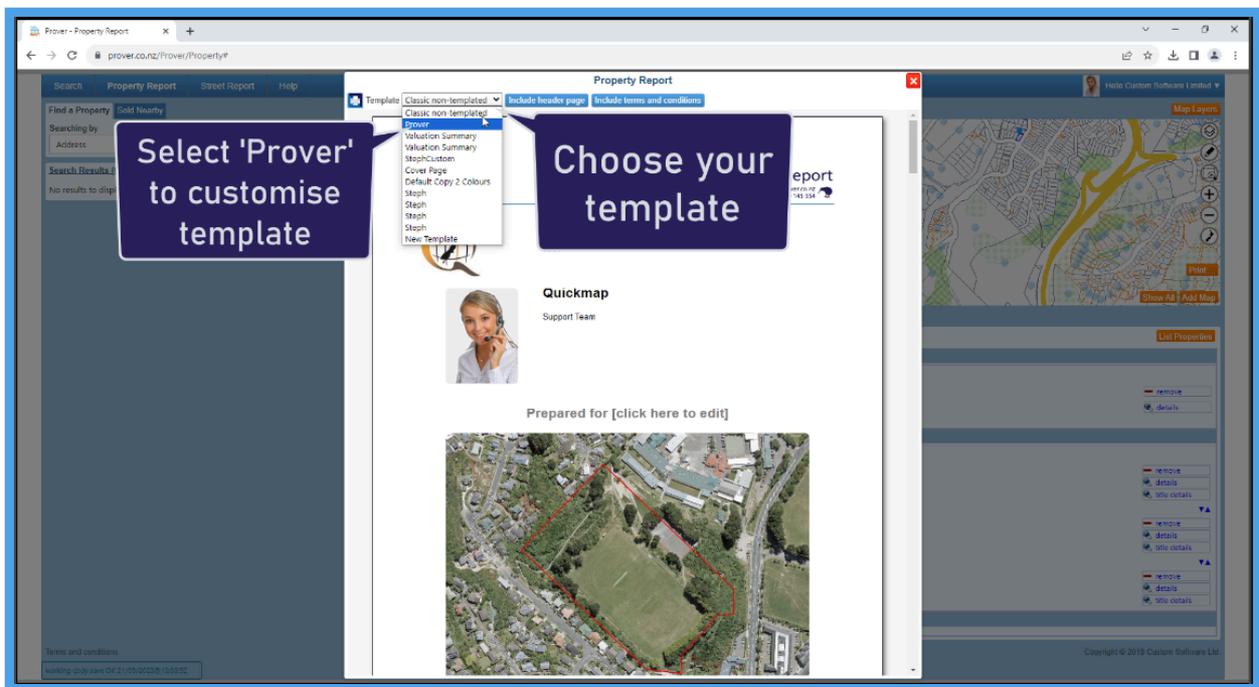
49 Bannister Avenue, Johnsonville, Wellington City



Last Sold 16 Mar 1999 - \$35,000
 Owners Her Majesty the Queen
 CV \$36,600,000
 Land Area: 12.5271 ha

Sold Nearby (3)

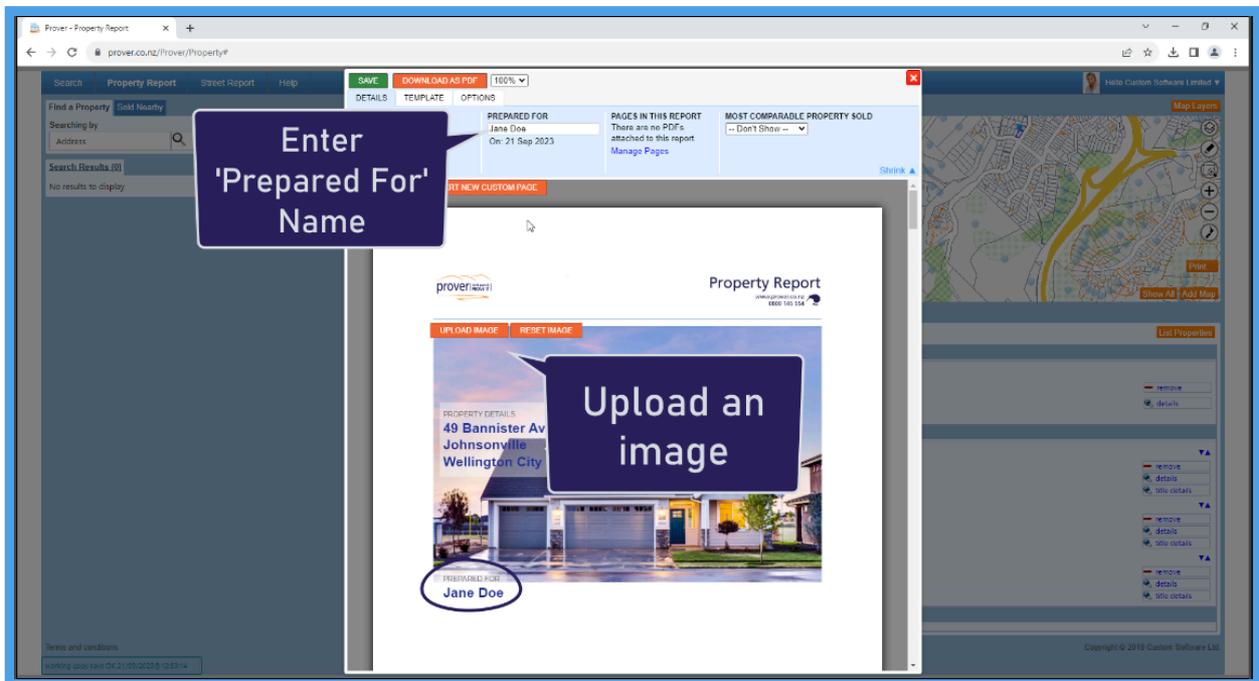
Change the template to 'Prover' to access the template editor.



6.1. Editing the cover page:

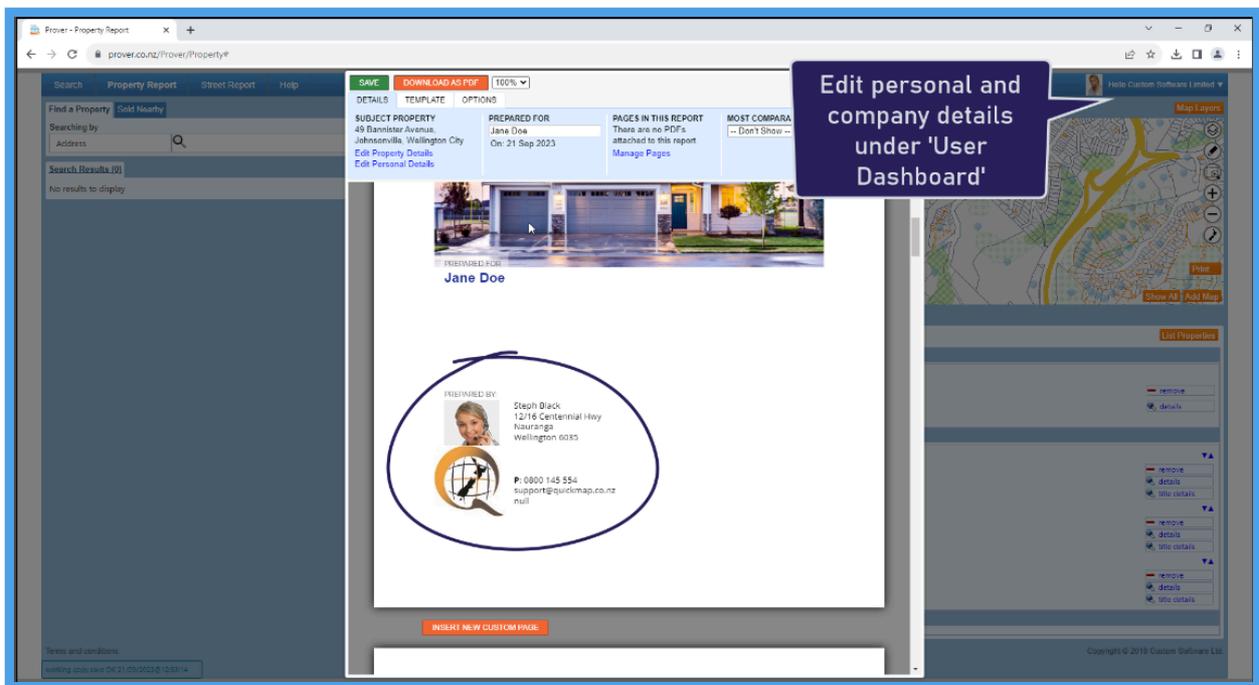
You can upload a cover page photo by clicking 'Upload Image'.

Enter the name of the client in the 'Prepared For' field at the top, and that will pull through into your report underneath 'Prepared for' on the first page. The 'Prepared For' name will also be displayed in your list of Saved Reports.



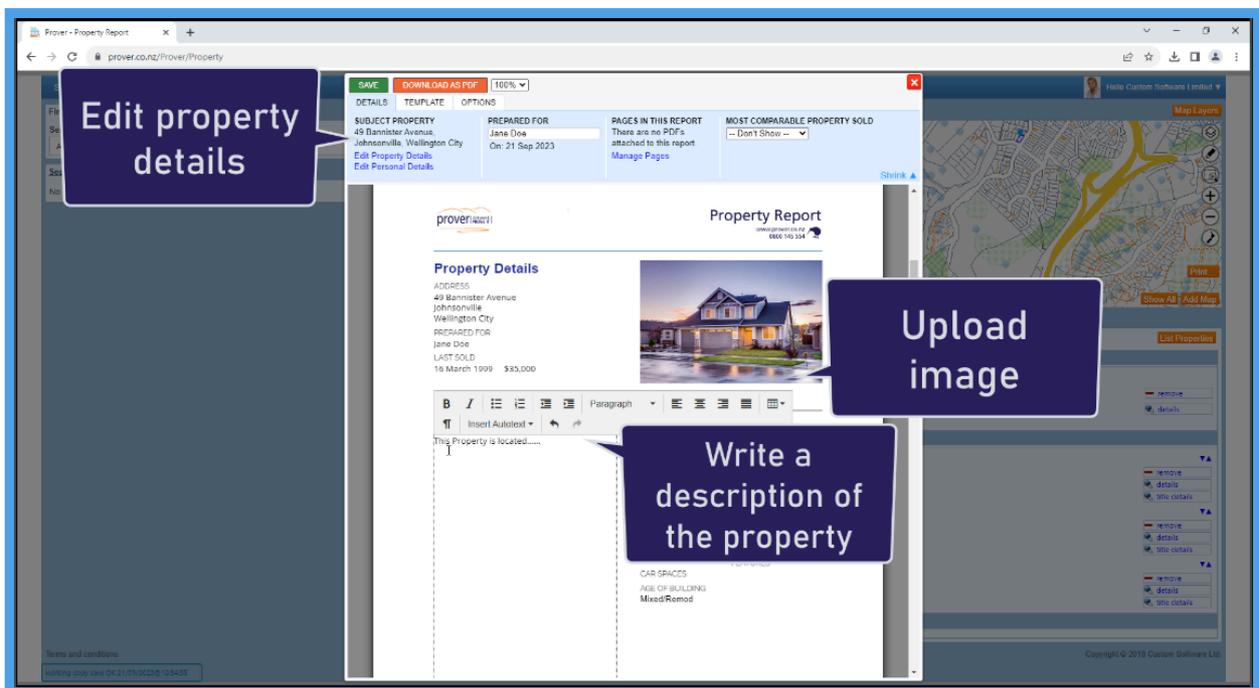
6.2. Edit your personal and company details:

Edit your personal and company details by going to your 'User Dashboard', which is found in the top right dropdown menu. Here, you can also upload a profile picture and company logo.



6.3. The property details page:

After the cover page you'll see the property details page, which displays an aerial photo by default. You can change this photo by hovering your mouse over the photo then select "change image". There is also an editable field where you can type in a description of the property. Edit the property details and adjust the Property attributes such as number of bedrooms and bathrooms if needed.



6.4. The Parcel details page:

Following the Property details page, is the Parcel details page.

Parcel details

Property Report
www.prover.co.nz
0800 145 554

Description

LEGAL DESCRIPTION
PT LOT 1 DP 15239 SECS 1 16 323 PT SEC 6 PORIRUA DISTRICT SEC 1 SO 35168 LOT 2 DP 303169 (PROCS 4056 & 4635) - PT LOT 1 DP 15239 SUBJ TO ESMT ON DP 313086

OWNERS
Her Majesty the Queen

PROPERTY INFORMATION

| | |
|--------------------------------|---|
| Materials | Building |
| Roof: Mixed Material - Average | Category: (Other, Educational) Zone: 9A |
| Wall: Mixed Material | Age: Mixed/Remod |
| | Bedrooms: 2 |
| Areas | Improvements: BLDG DWG OBS OI |
| Land Area: 12.5271 ha | |
| Floor Area: 200 m ² | |

CURRENT VALUATION
Valuation Reference: 16742-38400
Valuation Date: 01 Sep 2021
Council: Wellington City

Capital Value: \$36,500,000
Land Value: \$17,900,000

6.5. The comparable properties page:

Then you have the comparable properties page. Hover your mouse over the property and click on “Description” to insert an editable description text box. You can also click on “Show details” then “Edit Property Details” to edit any of the property attributes, sales, or images.

Comparable Properties

Property Report
www.prover.co.nz
0800 145 554

Comparable Properties

SHOW DETAILS - DESCRIPTION REMOVE

Price: \$795,000
Date: 30 Mar 2023
Val Ref: 16742-46500
Last valued: 01 Sep 2021
Land Use: Residential
Land Area: 576 m²

Add a description

61 Rajkot Terrace, Broadmeadows, Wellington City
Last sale 09 Mar 2023
Price: \$963,500
Date: 09 Mar 2023
Type: Market (Index)
Building Age: 1970-1979
Capital Value: \$1,030,000
Land Value: \$560,000
Land Area: 528 m²
Floor Area: 180 m²

13 Rajkot Terrace, Broadmeadows, Wellington City
Last sale 06 Mar 2023
Price: \$940,111
Date: 06 Mar 2023
Type: Market (Index)
Building Age: 1970-1979
Capital Value: \$1,325,000
Land Value: \$560,000
Land Area: 635 m²
Floor Area: 270 m²

Current Property Information
Val Ref: 16001-37600
Last valued: 01 Sep 2021
Capital Value: \$1,325,000
Land Value: \$560,000
Titles: VN8A/349
Legal Description: LOT 7 DP 32203
Land Use: Residential
Land Area: 635 m²
Floor Area: 270 m²
Roof: Tile Profile
Walls: Wood (incl Weatherboard)
Building Age: 1970-1979

6.6. Nearby schools:

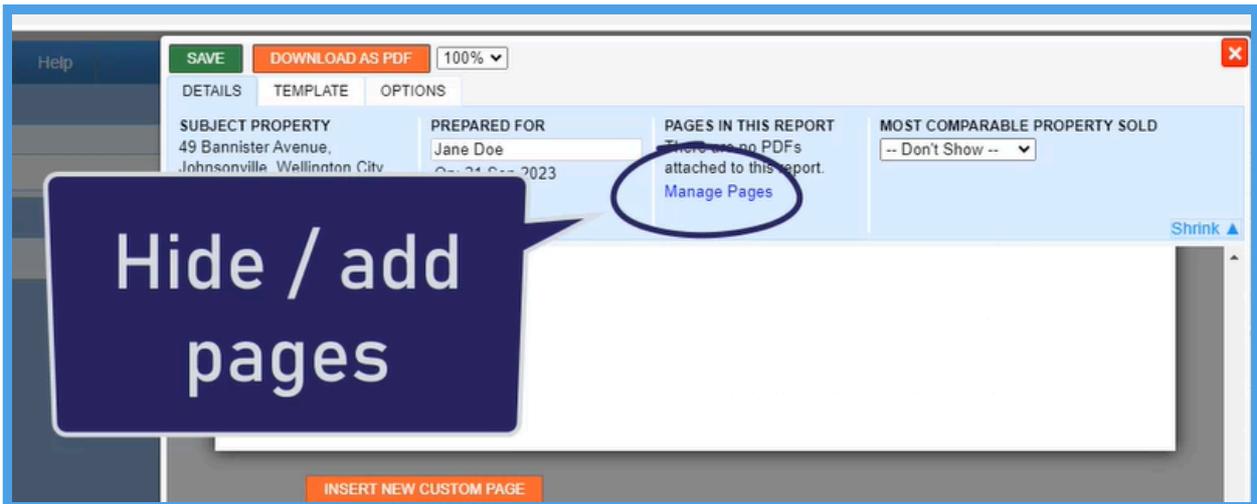
After the Comparable properties shows the school zoning information for nearby schools, information taken from the ministry of education. You can hide any irrelevant schools or manually insert one not listed.



Title Details

7. Title details:

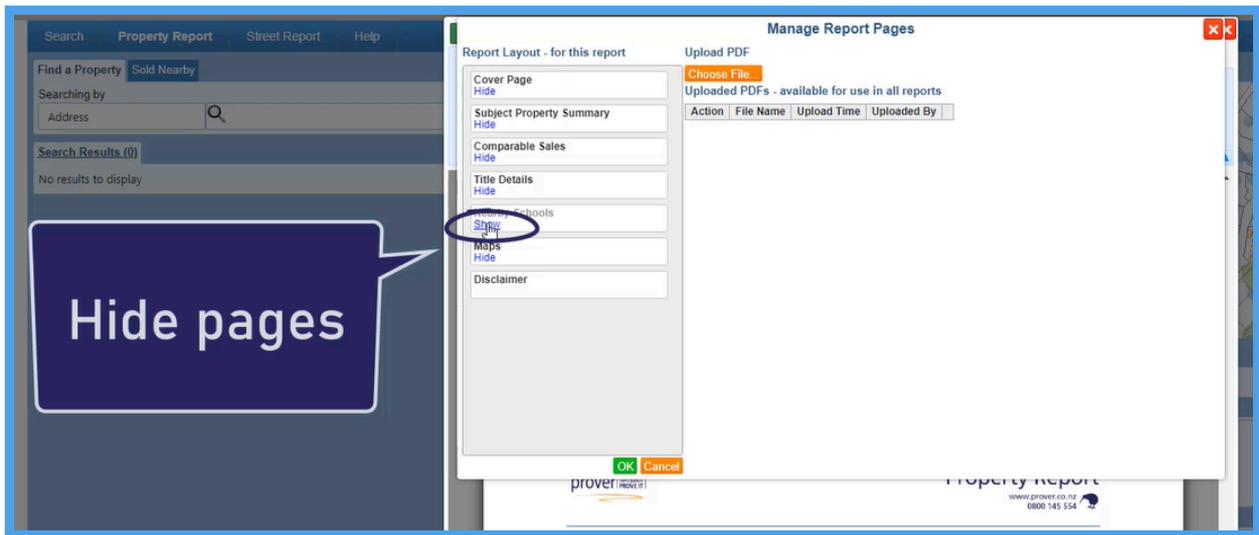
The Title details shows next, including all associated interests / instruments.



Hide / add pages

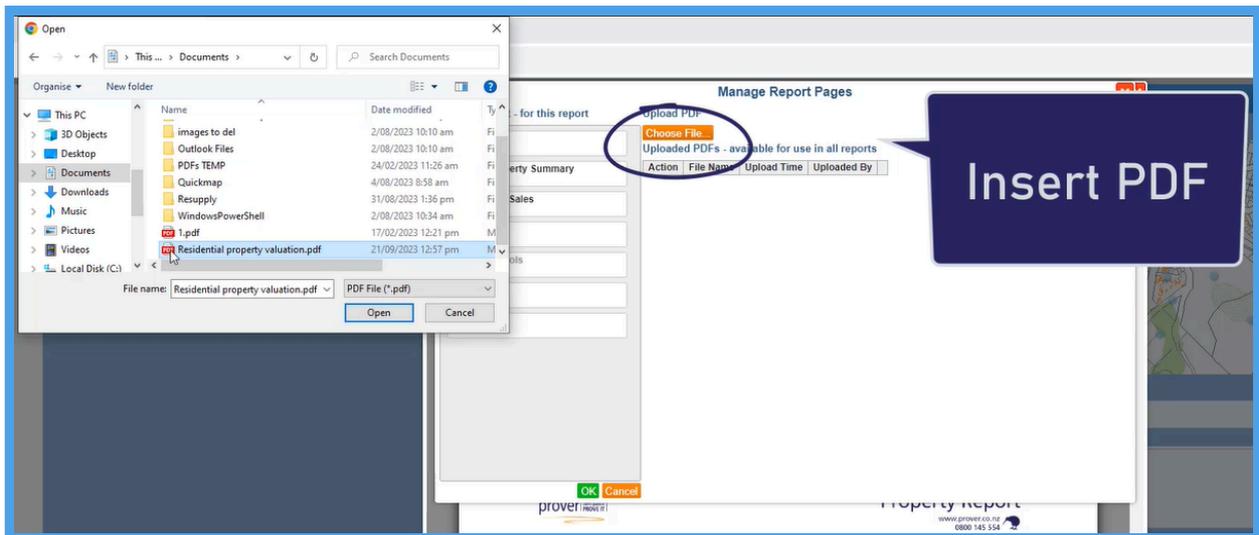
8. Hide unwanted pages:

To remove any unwanted pages in your report, go to 'Manage Pages' and click 'Hide' on any unwanted pages.



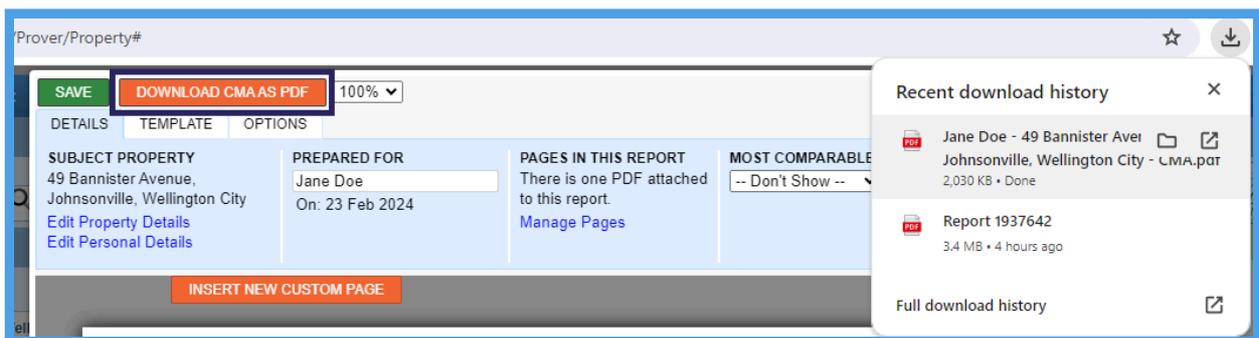
9. Insert PDF pages:

Under 'Manage Pages' you can insert PDF pages into your report. Choose a file to upload your document. Then click on 'insert' and reposition the PDF to where you want it to display in your report.



10. Download your report as PDF

Click on 'Download CMA as PDF' Download your report as PDF and to view all the pages together.



11. Contact us

Please feel free to get in touch with our support team if you have any further questions.

Our support hours are Monday to Friday, 9am - 5pm.

[0800 145 554 \(tel:0800145554\)](tel:0800145554)

[mailto:support@quckmap.co.nz \(mailto:support@quckmap.co.nz\)](mailto:support@quckmap.co.nz)