

## **Buying and selling your home**

Our experienced team know and understand the importance and the stress of buying or selling your property, whether you are first time purchasers or have been through the process previously. Hopefully, our web page will be of assistance to you in setting out various stages of the conveyancing process and details of our pricing.

The precise stages involved in the purchase or sale of a residential property can vary according to the circumstances and it may be that we will require further information from you in particular situations as to what is to be achieved in order to provide a more accurate estimate but we set out examples below.

### **The Conveyance Procedure/Stages of the Transaction**

1. Obtaining instructions and providing initial advice.
2. Undertaking money laundering checks and ensuring finances are in place (if a purchase) and contacting lender's solicitors, if required.
3. Preparing or receiving contract documents.
4. Undertaking appropriate searches.
5. In the case of a purchase, making all necessary enquiries of the seller's solicitors.
6. Providing advice on all documentation and information received throughout the conveyancing process.
7. If appropriate, discussing with you relevant conditions of the mortgage offer.
8. Advising upon and sending final contract to you for signature.
9. Agreeing a completion date.
10. Obtaining your instructions upon exchanging contracts and notification when contracts have been formally exchanged.
11. Arranging for all monies required to be paid at completion.
12. Completion of the purchase/sale.
13. Dealing with the payment of stamp duty land tax and application for registration at Land Registry.
14. Dealing with any post-completion requirements if required (lenders only).

## What Are Our Charges?

- Our fees set out below are based upon a standard transaction (excluding any unforeseen issues that arise).
- Other factors that could arise include:
  - i. Unregistered land/multiple titles.
  - ii. The complexity of the legal title.
  - iii. Conditional contracts
  - iv. Any additional work to cure defects in the title and/or compliance with mortgage lenders requirements.
  - v. Any breaches of contract upon completion i.e. the completion does not take place and a notice to complete is required.
- In addition to the above, there are other factors that could have an effect on the cost but each case is dealt with upon its own particular circumstances.

## Estimated costs

<b>Property Value</b>	<b>Fees</b>	<b>VAT @ 20%</b>
£0 to £150,000.00	£925.00	£185.00
£151,000 to £250,000.00	£1,000.00	£200.00
£251,000.00 to £350,000.00	£1,100.00	£220.00
£351,000.00 to £500,000.00	£1,200.00 to £1,400.00	£240.00 to £280.00
£501,000.00 to £700,000.00	£1,400.00 to £1,600.00	£280.00 to £320.00
£701,000.00 to £999,999.00	£1,600.00 to £1,900.00	£320.00 to £380.00
In excess of £1,000,000.00	£1,900.00 TBC	£380.00

## **Additional Charges (where applicable)**

	<b>Fees</b>	<b>VAT @ 20%</b>
SDLT form completion	£75.00	£15.00
Unregistered title	£150.00	£30.00
Shared equity purchase	£300.00	£60.00
Help to buy loan	£300.00	£60.00
Request for help to buy ISA	£50.00	£10.00
(per charge additional redemption fees)	£75.00	£15.00
New Build Fee	£500.00	£100.00
Declarations of trust (if applicable)	£250.00	£50.00

### Disbursements/Recharges (where applicable)

	Fees	VAT @ 20% (where applicable)
Office Copies	£14.00	£2.80
Copy Lease (if Leasehold)	£7.00	£1.40
OS1 Priority Search	£7.00	£1.40
Bank Transfer Fee (per transfer)	£10.00 to £40.00	£2.00 to £8.00
Property Search Pack (dependent upon relevant Local Authority)	£288.80 to £418.79	£57.76 to £83.76
Bankruptcy Search (per name)	£6.00	£1.20
Lawyer Checker fee	£18.00	£3.60
Search of Index Map	£8.00	£1.60
Land Registry Fee	Dependent upon purchase price	

### Our Team

1. Stephen Hall, Solicitor and Director
2. Adam Confrey, Consultant Licensed Conveyancer

### Timescale for Residential Property Sale/Purchase

It is difficult to provide an accurate estimate of timescale but, in straightforward conveyancing transactions the parties should be in a position to exchange contracts within 6-8 weeks with completion to take place upon a date to be agreed between the parties thereafter.

The whole process in straightforward cases can usually take between 12-14 weeks. That timescale is, however, often extended by consent of the parties; for example, to assist with removal dates.