

### Our Fees

We aim to give you transparency from the outset with no hidden fees or last-minute “add-ons”. Our fee covers all of the standard work required to complete the purchase of your new home.

### Freehold Properties

The table below lists our fee for acting for you in your purchase of a registered Freehold property. Freehold is where you will have full ownership of the property.

Property Value	Legal Fee	Telegraphic Transfer Fee	Pre-Contract Search Pack	Official Search	Bankruptcy Search	Stamp Duty Form completion and submission	VAT	Total*
Up to £250,000	£625.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£170.12	£1027.72
£250,001 to £350,000	£750.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£195.12	£1177.72
£350,001 to £500,000	£995.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£244.12	£1471.72
£500,001 to £750,000	£1295.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£304.12	£1831.72
£750,001 to £1,000,000	£2145.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£474.12	£2851.72

\* PLUS the Land Registry Registration Fee and Stamp Duty Land Tax payment detailed below

### Leasehold Properties

The table below lists our fee for acting for you if the property you are buying is a registered Leasehold property, where the property is held on a Lease, for example an apartment in a block. There is always more work involved with buying a Leasehold property and our fee reflects the extra work involved in dealing with the Management Company and/or Freehold Landlord’s enquiries, investigating the Leasehold Title as well as the Freehold Title, checking and advising you on the Lease itself, calculating apportionments and all additional ancillary telephone calls, attendances, emails and correspondence.

Property Value	Legal Fee	Telegraphic Transfer Fee	Pre-Contract Search Pack	Official Search	Bankruptcy Search	Stamp Duty Form completion and submission	VAT	Total*
Up to £250,000	£875.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£220.12	£1327.42

£250,001 to £350,00	£1000.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£216.00	£1448.60
<b>Property Value</b>	<b>Legal Fee</b>	<b>Telegraphic Transfer Fee</b>	<b>Pre-Contract Search Pack</b>	<b>Official Search</b>	<b>Bankruptcy Search</b>	<b>Stamp Duty Form completion and submission</b>	<b>VAT</b>	<b>Total*</b>
£350,001 to £500,000	£1245.00	£30.00	£145.60	£3.00	£2.00 per name	£50.00	£265.00	£1742.60

\* PLUS the Land Registry Registration Fee and Stamp Duty Land Tax payment detailed below

### Land Registry Fees

As part of our service, we will make the application to the Land Registry to register you as the owner(s) of the property. We use the Land Registry's business portal to make the application and the usual fee is highlighted in yellow. The fee is based upon the value of the property.

Use the table to calculate the Land Registry fee and add this to the legal fees and other fees above.

Value or amount	Apply by post	Apply using the portal or Business Gateway, for transfers or surrenders which affect the whole of a registered title	Apply using the portal or Business Gateway, for registration of all leases and transfers or surrenders which affect part of a registered title	Voluntary first registration (reduced fee)
0 to £80,000	£40	£20	£40	£30
£80,001 to £100,000	£80	£40	£80	£60
£100,001 to £200,000	£190	£95	£190	£140
£200,001 to £500,000	£270	£135	£270	£200
£500,001 to £1,000,000	£540	£270	£540	£400
£1,000,001 and over	£910	£455	£910	£680

### Stamp Duty or Land Tax (SDLT)

This depends on the purchase price of your property and various other factors such as whether you are a first-time buyer, or if you own other residential properties, or whether you intend use the new property as your main residence. You can calculate the amount you will need to pay by using HMRC's website at <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax> or if the property is located in Wales by using the Welsh Revenue Authority's website <https://beta.gov.wales/land-transaction-tax-calculator>

**Add the Stamp Duty Land Tax figure to the total for legal fees and other disbursements (expenses) above to give you a figure for the overall anticipated expenditure.**

### What factors may affect this cost estimate?

If, once we are in receipt of the draft contract papers, or during the course of your purchase, it transpires that your matter will be more complex or protracted than originally believed, we may need to reassess our original fee and provide you with an updated one.

There may be a number of outline factors that would typically increase the cost of the service we provide. For example:

- If the legal title is defective or part of the property is unregistered
- Following an adverse survey or homebuyers report, where you wish us to negotiate with the Seller's solicitor over the price of the property
- Where you ask us to carry out any task that would ordinarily be undertaken by a third party

For information on what is included in our fee and what is not included please [click here](#).

### Disbursements

Disbursements are expenses payable to third parties during the course of your purchase, such as search fees. We will handle the payment of the disbursements on your behalf to ensure a smoother process. You will only be charged the actual amount (including VAT where applicable) and if a particular disbursement is not payable, you will not be charged for it.

In the case of Leasehold property, there may also be additional disbursements payable under the terms of the Lease and we will update you on this once we receive the Lease from the Seller's solicitor.

### Leasehold Property

In addition to the above, purchasers of Leasehold property will also have the following disbursements to pay:

- Notice of Transfer and/or Charge Fee – this fee, if chargeable, is usually set out in the Lease. Often the fee is between £50.00 and £100.00.
- Deed of Covenant Fee – this fee is payable to the Management Company and can be difficult to estimate. It can often be between £75.00 and £150.00

### Other expenses

Once we have had an opportunity to inspect the Title Deeds and other documents provided by you or obtained on your behalf, there may be a requirement to provide such things as Indemnity Insurance (e.g. for missing planning permissions, building regulations certificates, FENSA certificates) or other paperwork required by the Buyer. We can advise you fully on the likelihood and cost of this as your matter progresses.

### Power of Attorney

To avoid unnecessary delays in the process, we can also prepare a Power of Attorney if you are likely to be away while your purchase goes ahead. You can appoint an Attorney to make decisions and give us instructions and to sign important documents on your behalf such as the Contract and Transfer Deed. Our Conveyancing team will be happy to tell you more about this and what we charge to prepare the document if required.

### Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances but essentially we will:

- Take your instructions and give you initial advice
- Carry out the required identification and Anti Money Laundering checks
- Check the finances are in place for you to fund your purchase and contact your lender (if applicable)
- Receive, peruse and advise you on contract documents
- Carry out the required pre-contract searches
- Raise any necessary enquiries of your seller's conveyancer
- Give you advice on documents, searches and other information received
- Go through the conditions of your mortgage offer with you (if applicable)
- Send the final contract to you for signature
- Agree the completion date (date from which you will own the property) with you and your sellers
- Obtain the deposit funds from you
- Exchange contracts
- Arrange for all completion monies needed to be received from your lender and you in time for completion day
- Formally complete your purchase
- Deal with any submission and payment of Stamp Duty Land Tax
- Deal with the application to register you as the new owner(s) of the property at the Land Registry

### **How long will my house purchase take?**

How long it will take from your offer being accepted until you can move in to your house will depend on a number of factors. The average process takes between 8 - 10 weeks. It can be quicker or slower, depending on the number of parties in the chain. For example, if you are a first time buyer, purchasing a new build property with a mortgage in principle, it could take 6 - 8 weeks.

However, if you are buying a leasehold property that requires an extension of the lease, this can take significantly longer, between 3 and 4 months. In such a situation additional charges would apply.

### **Useful Links**

#### **Legal Ombudsman**

10 helpful tips for using a Conveyancing Lawyer

<https://www.legalombudsman.org.uk/downloads/documents/publications/Ten-helpful-tips-conveyancing.pdf>

A first-time buyers' guide

<https://www.legalombudsman.org.uk/wp-content/uploads/2016/01/On-the-move-A-First-time-buyers-guide-v5.pdf>

#### **HM Land Registry**

Homepage

<https://www.gov.uk/government/organisations/land-registry>

Fees

<https://www.gov.uk/guidance/hm-land-registry-registration-services-fees#scale-1-fees>

#### **Home Owners Alliance**

Buying a home

<https://hoa.org.uk/advice/guides-for-homeowners/i-am-buying/the-hoa-step-by-step-guide-to-buying-a-home>

Buying and Selling at the same time

<https://hoa.org.uk/advice/guides-for-homeowners/i-am-buying/how-to-buy-and-sell-at-the-same-time>