

Our Fees

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

Freehold Properties

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

Property Value	Legal Fee	Telegraphic Transfer Fee	Official Copies of F/H Registered Entries	VAT	Total
Up to £250,000	£575.00	£30.00	£6.00	£121.00	£732.00
£250,001 to £350,00	£695.00	£30.00	£6.00	£145.00	£876.00
£350,001 to £500,000	£850.00	£30.00	£6.00	£176.00	£1062.00
£500,001 to £750,000	£1150.00	£30.00	£6.00	£236.00	£1422.00
£750,001 to £1,000,000	£1995.00	£30.00	£6.00	£405.00	£2436.00

Leasehold Properties

The table below lists our fee for acting for you if the property you are selling is a registered Leasehold property. Leasehold is where the property is held on a Lease, for example an apartment in a block. There is always extra work involved in dealing with Leasehold property and our fees allow for dealing with the Management Company and/or Freehold Landlord’s enquiries, obtaining the Management Company pack and checking this, calculating apportionments and all additional ancillary telephone calls, attendances, emails and correspondence.

Property Value	Legal Fee	Telegraphic Transfer Fee	Official Copies of F/H/ & L/H Registered Entries	VAT	Total
Up to £250,000	£775.00	£30.00	£12.00	£161.00	£978.00
£250,001 to £350,00	£895.00	£30.00	£12.00	£185.00	£1122.00
£350,001 to £500,000	£1050.00	£30.00	£12.00	£216.00	£1308.000

Management Company Fees

Please be aware that there will also be fees payable by you to the Management Company/Freehold Landlord for providing the Management Pack and their fee for replying to enquiries. The fee can be difficult to estimate but often it is between £200.00 and £400.00.

What will affect the costs listed above?

If, once you have provided us with the deeds and other documents, or during the course of your sale, 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
- if we discover building regulations or planning permission have not been obtained
- if crucial documents we have previously requested from you have not been provided

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

Disbursements

Disbursements are expenses payable to a third party during the course of your sale, for example, the Official Copies of the Registered Entries from the Land Registry. You will only be charged the actual amount (including VAT where applicable) and if a particular expense is not payable, you will not be charged for it.

Other Expenses

Once we have had an opportunity to inspect the Title Deeds and other documents provided by you or obtained on your behalf, we can advise you fully on the likelihood of any additional costs and we will keep you fully informed on costs generally 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 sale 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 sale 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
- Contact your lender for details of any sum outstanding on the mortgage
- Send you the Property Information and Fittings and Contents Forms for completion and return
- Obtain the title deeds from you or your lender and the official copies of the title register and filed plan from the Land Registry plus any other documents required
- Prepare the draft contract and supporting contract documentation and send this to your buyer's conveyancer
- Await confirmation that the draft contract is agreed by your buyer's conveyancer and send a top copy to you for signature
- Following consultation with you, respond to any pre-contract enquiries raised by the buyer's conveyancer
- Enquire with the buyer's conveyancer that they have acceptable results from their searches, are happy with the answers to pre-contract enquiries and are in receipt of a mortgage offer (if any)
- Following consultation with you, agree the completion date with your buyers

- Exchange Contracts
- Obtain a settlement figure from your lender to repay the outstanding amount on any existing mortgage (if applicable)
- Check the draft Transfer deed provided by the buyer's conveyancer and send this to you for signature in readiness for completion
- Formally complete your sale
- Account to you for any net proceeds of sale

How long will my sale take?

How long it will take from you accepting an offer until you move out 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 and your buyer are the only ones involved, it could take 6 - 8 weeks.

However, if you are selling a leasehold property this can take significantly longer due the involvement of additional third parties such as the Management Company and/or Freehold Landlord. Sometimes, leasehold sales can take between 3 and 4 months to complete.

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>

Which?

Choosing an Estate Agent

<https://www.which.co.uk/money/mortgages-and-property/home-movers/selling-a-house/how-to-find-the-best-estate-agent-a5cf52k9rk70>

Homeowners Alliance

Selling your home

<https://hoa.org.uk/advice/guides-for-homeowners/i-am-selling/step-by-step-guide-to-selling-your-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>