

## **Transaction process and fee explanation.**

### Disbursements\*

**The amount you pay on disbursements may vary.**

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

\* Our fee assumes that:

- a. this is a standard transaction and that no unforeseen matters arise including for example (but not limited to) a defect in title which requires remedying prior to completion or the preparation of additional documents ancillary to the main transaction
- b. the transaction is concluded in a timely manner and no unforeseen complication arise
- c. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- d. no indemnity policies are required. Additional disbursements may apply if indemnity policies are required.
- e. Value of the sale is not more than £400,000.00

A complete list of our fees (a quotation) will be provided to you on your request. Below is list of things you may wish to consider. The information you provide will allow us to generate the total cost quotation for you.

- whether a mortgage or not, or Islamic mortgage (sharia compliant mortgage) to redeem
- sale at auction

NB: This list is not intended to be exhaustive.

Factors that would typically increase the cost of the service. For example:

- if legal title is defective or part of the property you are selling is unregistered
- if you discover building regulations or planning permission has not been obtained
- if crucial documents you have previously requested from you have not been provided

### How long will your house sale take?

How long it will take until you sell your house will depend on a number of factors. The average process takes between 4-6 weeks.

It can be quicker or slower, depending on the parties in the chain. For example, if the buyer is a first-time buyer, selling a new build property, it could take 6 weeks or longer.

### Stages of the process

The precise stages involved in the sale of a residential property vary according to the circumstances. However, please take note some of the key stages are:

- Take your instructions, check identification and carry out due diligence, and give you initial advice
- Obtain your signature on the protocol forms
- Request title register/plan from HM Land registry
- Prepare contract package and send contract pack to buyers' solicitors
- Make any necessary replies to enquiries raised by buyer's solicitor on the title
- Give you advice on all documents and obtain your signature on the contract documentation and transfer deed
- Agree completion date
- Exchange contracts and notify you that this has happened
- Complete sale
- Arrange for all monies needed to be sent to your lender, estate agents and you
- Deal with post completion matters

\*Please note- leasehold residential sale property matters can take significantly longer, and cost more on average. In such, a situation additional charge would apply, such as anticipated disbursements. The disbursements which we anticipate will apply are

- Management Pack fee – Often the fee is between £50 and £150.

These fees vary from property to property and can on occasion be significantly more than the ranges given above. We can give you an accurate figure once we have sight of your specific documents. A complete list of our fees (a quotation) will be provided to you on your request.