



Walker
Solicitors

CONVEYANCING GUIDE AND COSTS

"On behalf of my family I wish to thank you for all that you did in respect of our purchase and for undertaking every detail most speedily and professionally."

Mr Ward, Walsall

Walker Solicitors:

Phone: 01922 639080

Email: enq@walkersolicitors.com

Web: www.walkersolicitors.com

206a-212 Stafford Street, Walsall, WS2 8DW



What do we do for you?

Sale

OUTLINE OF THE WORK AND TIMESCALES

The following is a broad outline of the work we will undertake on your behalf and the services we will provide in completing your sale:-

- Obtain and check the title deeds and documents and obtain from you the completed property information forms;
- Contact your mortgage lender (if any) to obtain redemption figures;
- Prepare draft contract of sale and send to buyer's solicitor together with supporting contract/title information;
- Respond to pre-contract enquiries raised by the buyers on title/search results;
- Agree with the buyer the document by which you will transfer ownership, advise you on its provisions and arrange for you to sign it;
- Settle the terms of the contract of sale with the buyer, advise you on it and arrange for you to sign it;
- Exchange contracts and receive the deposit payment;
- Obtain final redemption figures from your mortgage lender (if any), prepare and send to you a completion statement;
- Complete the sale for you, receive the sale proceeds, pay the amount required to redeem your existing mortgage (if any) and request confirmation of discharge;
- Pay the estate agent's fees and other costs and deal as agreed with any surplus sale proceeds.

As far as timescales are concerned, it is very difficult to provide a realistic estimate, but based on an average of previous transactions within the last 2 years, we would estimate that your matter will complete in 12-16 weeks from when we issue the draft contract documentation to the buyer's solicitors.

Progress can be dependent on the efficiency of third parties such as the buyer's solicitors, mortgage lenders and search providers but we will chase for updates at regular intervals. We will keep you informed of progress throughout, explain the reasons for any delays and advise you if any unforeseen work becomes necessary.

Purchase

OUTLINE OF THE WORK AND TIMESCALES

The following is a broad outline of the work we will undertake on your behalf and the services we will provide in completing your purchase:-

- Obtain and check the title deeds and documents and obtain from you the completed property information forms;
- Contact your mortgage lender (if any) and obtain your mortgage offer;
- Investigate the title to the property, including carrying out title and local government searches and reviewing replies given by the seller to pre-contract enquiries;
- Summarise the information obtained about the property in a report on title;
- Agree a purchase contract with the seller, advise you on its provisions and arrange for you to sign it and pay the deposit;
- Prepare and agree with the seller the document which will transfer ownership to you;
- Advise you in respect of your mortgage (if any) and arrange for you to sign the mortgage deed;
- Exchange contracts and pay the deposit collected from you and order your mortgage funds (if any);
- Complete the purchase for you and transfer funds by telegraphic transfer to the seller's solicitors;
- Calculate any necessary Stamp Duty Land Tax and submit to HM Revenue & Customs the appropriate tax form(s) and payment;
- Register your purchase and mortgage (if any) at the Land Registry.

The first step is to request a draft contract and title documentation from your seller's solicitors and on receipt of the same we will then put in hand our investigation of title including searches. Once the investigation is complete, we will report to you in detail and discuss any queries that might arise.

As far as timescales are concerned, it is very difficult to provide a realistic estimate, but based on an average of previous transactions within the last 2 years, we would estimate that your matter will complete in 12-16 weeks from when we receive the draft contract documentation from the Seller's Solicitors.

Progress can be dependent on the efficiency of third parties such as the buyer's solicitors, mortgage lenders and search providers but we will chase for updates at regular intervals. We will keep you informed of progress throughout, explain the reasons for any delays and advise you if any unforeseen work becomes necessary.

Remortgage

OUTLINE OF THE WORK AND TIMESCALES

The following is a broad outline of the work we will undertake on your behalf and the services we will provide in completing your remortgage:-

- Instruct appropriate local authority searches or arrange search insurance.
- Carry out our title investigations and inform you of any problems.
- Obtain the redemption statement and deeds from your existing lender(s) if any.
- Receive a copy of the Mortgage Offer from your new lender.
- Send you the Mortgage Deed for signature.
- Carry out our final pre-completion searches and prepare and account to you with our completion statement.
- Request the funds to arrive the day before completion to ensure redemption funds reach your present lender (if any) on completion day.
- Confirm completion has taken place.
- Redeem your existing mortgage(s) if any and if applicable complete the postponement of a second charge.
- Deal with registration of the mortgage at the Land Registry.
- Send any surplus funds to you by bank transfer.

As far as timescales are concerned, it is sometimes difficult to provide a highly accurate estimate, but based on an average of previous transactions within the last 2 years, we would estimate that your matter will complete in 4-6 weeks from when we receive your completed initial documentation including your New Mortgage Questionnaire.

Progress can be dependent on the efficiency of third parties such as mortgage lenders and search providers but we will do our best to prompt them for the responses we need. We will keep you informed of progress throughout, explain the reasons for any delays and advise you if any unforeseen work becomes necessary.

CONVEYANCING COSTS

Price / Value £	Purchase £ (maximum charge)	Sale £ (maximum charge)	Remortgage £ (maximum charge)
Up to 250,000	650	650	450
Up to 500,000	800	800	600
Up to 750,000	950	950	750
Up to 1 million	1200	1200	950

Please note these costs are estimate examples and for illustrative purposes only. This Firm's charges and costs vary considerably and depend on individual circumstances and these costs are based on an analysis of costs over a two-year period. Please see the attached 'Additional Charges' for further details of circumstances which may apply. For a detailed quotation please contact the office.

All costs are subject to VAT.

CONVEYANCING DISBURSEMENTS

The following standard disbursements apply:

Remortgage	Purchase
HM Land Registry Documents £3 each	Bankruptcy Search (per name) £2
	Land Registry Search (per title) £3
Land Registry Fee* £	Stamp Duty – based on Portion of the Price (additional 3% for higher rate)
0 – 100,000 20	0 – 125,000 0%
100,001 – 200,000 30	125,001 – 250,000 2%
200,001 – 500,000 40	250,001 – 925,000 5%
500,001 – 1,000,000 60	925,001 – 1,500,000 10%
1,000,001 plus 125	1,500,001 plus 12%
Searches* (approx.) £300	Land Registry Portal Fee* £
OR Search Insurance TBC	0 – 80,000 20
	80,001 – 100,000 40
Sale	100,001 – 200,000 95
HM Land Registry Documents £3 each	200,001 – 500,000 135
	500,001 – 1,000,000 270
	1,000,001 plus 455
	Searches** (approx.) £300

* HMLR Registration Fee is based on an on-line registration using the HMLR portal. If a postal application is required the cost of the registration is double the cost as shown above. Please contact the office for further details.

** 'Searches' include a Local Report; Drainage Report; Environmental Report and other site-specific searches may be required i.e. Reports relating to Coal and Mining, Brine, Tin, Clay. Please contact the office for further details.

About Us:

Walker Solicitors are a firm of specialist solicitors focused on delivering exceptional customer service to our clients throughout the Midlands and surrounding areas.

Based in Walsall, we provide high quality legal support in the local region. Since we were established in 1991, we've continuously strived to improve the service our clients' experience. And we'll continue to do so.

We offer specialist legal advice in a broad spectrum of legal services including the following:

- Residential Conveyancing
- Commercial Property and Leases
- Wills, trusts and probate
- Lasting Powers of Attorney and Court of Protection
- Business Services
- Company Sales Mergers and Acquisitions

We are very proud of our reputation. Since 1991, our business has grown solely through our clients referring us. Our door is always open, so if you'd like our help please don't hesitate to call or email.

Walker & Co. Solicitors:

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