

Residential Conveyancing

Purchase of a Residential Property

Our fees cover all of the work* required to complete the purchase of your new home, including dealing with registration at the Land Registry and payment of Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property you wish to buy is in Wales.

Our Fees

We have a range of fees depending on the purchase price of your new home as follows:

PURCHASE PRICE	LEGAL FEES	VAT	TOTAL
Up to £100,000	£600.00	£120.00	£720.00
£100,001 - £200,000	£625.00	£125.00	£750.00
£200,001 - £300,000	£675.00	£135.00	£810.00
£300,001 - £400,000	£725.00	£145.00	£870.00
£400,001 - £500,000	£775.00	£155.00	£930.00
£500,001 - £600,000	£850.00	£170.00	£1020.00
£600,001 - £700,000	£900.00	£180.00	£1080.00
£700,001 - £800,000	£950.00	£190.00	£1140.00
£800,001 - £900,000	£1000.00	£200.00	£1200.00
£900,001 - £1,000,000	£1100.00	£220.00	£1320.00
£1,000,001 - £1,500,000	£1450.00	£290.00	£1740.00
£1,500,001 - £2,000,000	£1750.00	£350.00	£2100.00
£2,000,001 - £2,500,00	£2000.00	£400.00	£2400.00
£2,500,001 over		Price on request	

VAT is currently charged at 20%. An additional fee of £100 plus VAT will be payable if the Property is Leasehold.

Telegraphic Transfer fee - £30.00 plus VAT. This is the administrative cost to transfer the funds to the seller's solicitors on the day of completion.

Searches - Our standard search pack costs £295 plus VAT and would include the following:

- Local Authority Search
- Coal Search
- Drainage & Water Search; and
- Environmental Search

Additional searches may be recommended by our search provider. If this is the case, we will make you aware of the additional costs. Please note that most mortgage lenders will require the standard search package as compulsory.

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees, and do not form part of our legal fees. We handle the payment of the disbursements on your behalf to ensure a smoother process. The likely disbursement would be as follows:

Freehold Purchase:

- Bankruptcy search - £2.00 plus VAT per person
- Land Registry Priority Search - £3.00 plus VAT
- HM Land Registry Fee – dependent upon purchase price but range between £40.00 – £270.00 for a registered property and £40.00 - £450.00 for unregistered or first registration.
- Electronic AML & ID Check - £6.50 plus VAT per name searched
- Lawyer Check - £10.00 plus VAT
- Chancel repair liability indemnity - £20

Leasehold Purchase:

There are certain disbursements which will be set out in the individual lease relating to the Property. The disbursements which we anticipate will apply, are set out separately below. This list is not exhaustive and other disbursements may apply depending on the term of the lease. We will update you on the specific fees upon receipt and review of the lease from the seller's solicitors.

- Notice of Transfer fee – circa £150. The precise amount of the fee will depend upon what the lease says and the costs charged by the landlord or managing agents. We will not know the precise amount until after we have seen the lease and any other relevant paperwork.
- Notice of Charge fee – circa £150, again as above.
- Deed of Covenant fee – circa £150, again as above.
- Certificate of Compliance fee – circa £150, again as above.

Stamp Duty Land Tax

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using [HMRC's website](#) or if the property is located in Wales [by using the Welsh Revenue Authority's website here.](#)

*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 property or parts of the property is unregistered
- c. For leasehold purchases -this is the assignment of an existing lease and is not the grant of a new lease
- d. the transaction is concluded in a timely manner and no unforeseen complication arise
- e. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- f. no indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

Likely timescale in completing your purchase

How long it will take from your offer being accepted until you can complete the purchase of your house will depend on a number of factors. The average process takes between 12-18 weeks.

It can be quicker or slower, depending on the 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 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 6 months. In such a situation, additional charges would apply.

Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances. However, below are examples of the key stages involved in the purchase of a freehold and leasehold property:

Freehold Purchase:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Send final contract to you for signature
- Agree completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with application for registration at Land Registry

Leasehold Purchase

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents, including the lease
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of mortgage offer
- Send final contract to you for signature
- Draft Transfer
- Advise you on joint ownership
- Obtain pre-completion searches
- Agree completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with application for registration at Land Registry

Freehold Sale

Our fees cover all of the work* required to complete the sale of your home including redeeming any outstanding mortgages.

Our Fees

Sale Price	Legal Fees	VAT	Total
Up to £100,000	£575.00	£115.00	£690.00
£100,001 - £200,000	£600.00	£120.00	£720.00
£200,001 - £300,000	£625.00	£125.00	£750.00
£300,001 - £400,000	£675.00	£135.00	£810.00
£400,001 - £500,000	£725.00	£145.00	£870.00
£500,001 - £600,000	£775.00	£155.00	£930.00
£600,001 - £700,000	£850.00	£170.00	£1020.00
£700,001 - £800,000	£900.00	£180.00	£1080.00
£800,001 - £900,000	£950.00	£190.00	£1140.00
£900,001 - £1,000,000	£1050.00	£210.00	£1260.00
£1,000,001 - £1,500,000	£1400.00	£280.00	£1680.00
£1,500,001 - £2,000,000	£1550.00	£280.00	£1860.00
£2,000,001 - £2,500,00	£1850.00	£370.00	£2220.00
£2,500,001 over		Price on request	

VAT is currently charged at 20%. An additional fee of £100 plus VAT will be payable if the Property is Leasehold.

Telegraphic Transfer fee - £30.00 plus VAT. This is the administrative cost to transfer the funds to redeem a mortgage. An additional payment of £30 plus VAT will be payable if you require the sale proceeds to be sent to you via CHAPs (same day) transfer

Disbursements

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. The likely disbursement would be as follows:

Freehold

Office Copy and plan - £6

Electronic AML & ID Check - £6.50 plus VAT per name searched

Land Registry documents - £3 per copy document required

Leasehold

Office Copy and plan - £6

Electronic AML & ID Check - £6.50 plus VAT per name searched

Land Registry documents - £3 per copy document required

Management Information Pack – the figure would need to be obtained from the Management Company and are circa £300 or more.

*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. For leasehold sales -this is the assignment of an existing lease and is not the grant of a new lease
- c. the transaction is concluded in a timely manner and no unforeseen complication arise
- d. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- e. no indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

Likely timescale in completing your sale

How long it will take from you accepting an offer until you can move will depend on a number of factors. The average process takes between 12-18 weeks. It can be quicker or slower, depending on the parties in the chain. For example, if your purchasers are cash buyers, it could take 4-6 weeks. However, if you are selling a leasehold property that requires an extension of the lease, this can take significantly longer, between 3 and 6 months. In such, a situation additional charges would apply.

Stages of the process

The precise stages involved in the sale of a residential property vary according to the circumstances. However, below are examples of the key stages involved in the sale of a freehold and leasehold property:

- Provide you with documentation to complete about the property and fixtures and fittings
- Obtain title deeds and any other documents to prepare a draft contract.
- If applicable, obtain a settlement figure to repay the outstanding amount on any existing mortgage.
- Send a contract pack to the Buyer's Solicitor
- The Buyer's solicitor will check the draft contract and raise enquiries with us.
- We will answer the enquiries together with you.
- Agree a completion date (date from which you no longer own the property and move out)
- The Buyer's solicitors will confirm that they are satisfied with their search results and answers to their enquiries.
- Exchange contracts and notify you that this has happened
- The Buyer's solicitors will draft and send a transfer deed to us which we will check and send to you to sign in preparation for completion.
- The Buyer's solicitor will then send the proceeds of the sale to us and you will need to arrange for the keys to be released to the Buyer
- We will send the Buyer's solicitor the title deeds and transfer deed.
- We will pay the estate agent, repay the amount owing to your mortgage lender and transfer our fees.
- The remaining funds will then be transferred to you.