

## RESIDENTIAL CONVEYANCING PRICING GUIDE

### Who will be dealing with the matter?

All work will be carried out at your instructions by a qualified Solicitor (assisted in some cases by a Trainee Solicitor). We aim to offer a personal service which will include a face-to-face meeting.

The Conveyancing Supervisor / Senior Responsible Officer ("SRO") is Natalie Geal who is a Solicitor and Member.

### How we charge?

Below we have set out a guide to our pricing structure which depends on the type of work that you instruct us to undertake. Please note that this information is a guide only and is not a quotation.

### Fees

#### Freehold / Leasehold Residential Property Conveyancing Fee (Sale / Purchase)

PRICE	COST ESTIMATE
Up to £150,000	£650 - £750 + VAT @ 20%
£150,000 - £200,000	£750 - £1,000 + VAT @ 20%
£200,000 - £250,000	£1,000 - £1,250 + VAT @ 20%
£250,000 - £300,000	£1,250 - £1,500 + VAT @ 20%
£350,000 - £350,000	£1,500 - £1,750 + VAT @ 20%
£350,000 - £400,000	£1,750 - £2,000 + VAT @ 20%
£400,000 - £450,000	£2,000 - £2,500 + VAT @ 20%
£500,000 +	A quote will be given upon request

#### Further fees on a sale

- **Electronic transfer of monies** when redeeming a Mortgage: £35 + VAT @ 20% of £7.
- **Veriphy** fee: £10 + VAT @ 20% of £2 per individual.

#### Further fees on a purchase

- **Lender Administration fee:** £50 - £250 + VAT @ 20% of £10 - £50 (depending on the Lender's requirements).
- Completing the **Stamp Duty / Land Transaction Tax** form on your behalf: £70 + VAT @ 20% of £14.
- **Electronic transfer of monies** to the seller's solicitors: £35 + VAT @ 20% of £7.
- If you are receiving assistance from the **Help to Buy Wales Scheme** there will be an additional fee of: £50 + VAT @ 20% of £10.
- **Veriphy** fee: £10 + VAT @ 20% of £2 per individual.

## Disbursements

These are payments that are payable to third parties and the likely disbursements are as follows:-

### On a sale

- Land Registry official copy of **registers of title**: £7.20 (no VAT payable)
- Any additional Land Registry **documents**: £4.20 each (no VAT payable)

### On a purchase

- **Searches** (depending on the type of searches required): £150 - £300 (+VAT @ 20% on some).
- **Land Registry registration fees**: £20 - £540 (depending upon the property value - you can check the actual fee on the land registry's website <http://landregistry.data.gov.uk/fees-calculator.html>) and no VAT payable).
- **LMS Panel fee** (if your chosen mortgage company is part of the LMS Panel): £35 + VAT @ 20% of £7.
- **Stamp Duty Land Tax** or **Land Transaction Tax**: This depends on the purchase price of your property and whether or not it is your main home and no VAT payable. You can calculate the amount you will need to pay by using:-

The HMRC's website for SDLT (for properties in England and Northern Ireland):  
<https://www.gov.uk/stamp-duty-land-tax/residential-property-rates>

or

The Welsh Revenue Authority's website for LTT (for properties in Wales):  
<https://beta.gov.wales/land-transaction-tax-calculator>

### On a leasehold (in addition to the above)

- **Notice of Transfer fee**: this is payable to the Landlord and is usually between £50 - £150.
- **Notice of Charge fee** (if the property is to be mortgaged): this is again payable to the Landlord and is usually between £50 - £150.
- **Deed of Covenant fee**: this is usually payable if there is a management company looking after the property and is usually between £50 - £150.

These charges depend upon the terms of every individual Lease and we will be able to give you accurate details once we have received the Lease and any supporting documents. VAT may be payable.

In all transactions our fees as set out above assume that:-

- there are no unforeseen matters such as a defect in the title, complex rights or lack of rights; that it is a purchase of an existing Lease rather than the granting of a new Lease; and/or
- there is no unreasonable or unforeseen delay from the other party in the transaction.

### **How long will the house sale/purchase take?**

This will depend upon a number of factors but the average process is between 6-12 weeks. It can be quicker or slower, depending on the number of parties in the chain and whether or not you are obtaining a mortgage for the purpose of the purchase. If you are buying a new build property then that will depend upon when the property will be completed.

### **Key stages in a sale**

1. Take your instructions and give you initial advice.
2. Request and obtain necessary evidence of identification.
3. Checking proof of your ownership of your property.
4. Requesting the Title Deeds from yourself or downloading copies from the Land Registry website.
5. Requesting from you full details of your mortgage (if applicable).
6. Submitting contract documents to the buyer's solicitors.
7. Arranging for you to complete the standard Seller's Property Information Form and Fittings and Contents Form and forwarding these to the buyer's solicitors.
8. Arranging for you to sign the Contract.
9. Agreeing a completion date.
10. Exchanging Contracts.
11. Requesting a redemption statement from your mortgage company (if applicable).
12. Completing the transaction.
13. Redeeming your mortgage (if applicable) and forwarding any balance monies to yourself in accordance with your instructions.

### **Key stages in a purchase**

1. Take your instructions and give you initial advice.
2. Request and obtain necessary evidence of identification.
3. Check finances are in place to fund the purchase and obtain evidence of source of funds.
4. Receive the Contract documentation and investigate the same.
5. Carry out searches and upon receipt, checking the same.
6. Making any necessary enquiries of the seller's solicitors.
7. Receiving your mortgage offer (if applicable) and checking the same.
8. Providing you with a full Report on Title.
9. Arranging to see you to go through the documents and arrange for you to sign the Contract.
10. Obtaining the deposit from you.
11. Agree a completion date.
12. Exchange Contracts.
13. Provide you with a full Completion Statement.
14. Requesting the funds from yourself and from the mortgage company (if applicable).
15. Completing the purchase.
16. Submitting the application for registration.
17. Confirming the position to yourself following registration.