



Conveyancing Timescales

TIMESCALES FOR YOUR HOUSE PURCHASE

From your offer being accepted until you can move into your house will depend on many factors. The average transaction takes between 8 and 12 weeks. We will endeavour to complete your transaction as quickly as possible but there are a range of Factors, that may affect your timescale that include, how many parties are in the chain, your mortgage provider, if there is a new build at the top of the chain, whether a property is leasehold, if a management company is involved and turnaround times of the searches.

Key Stages of the process

- We will take your instructions and give you initial advice
- We will carry out Identity checks including proof of residence and proof of funds
- We will check finances are in place to fund a purchase and contact lender's solicitors if needed (we are on vast majority of lender's panels)
- We will receive and advise on contract documents
- We will carry out searches • We will obtain further planning documents if required
- We will make any necessary enquiries from seller's solicitors
- We will advise on all documentation and information received
- We will go through conditions of mortgage offer with you
- We will send out final contracts for you to sign and request 10% deposit where there is no related property sale
- We will agree the completion date (the date when you will take possession of the property)
- We will exchange contracts and notify you that this has happened • We will provide a completion statement detailing the balance due from you on completion
- We will arrange for all monies needed for the purchase to be received from your lender and from you as per the completion statement
- We will Complete your purchase • We will deal with the filing of your Stamp Duty Land Tax return as it is due
- We will deal with the application for registration at Land Registry
- We will send completed registration documents to you

TIMESCALES FOR YOUR HOUSE SALE

From accepting your buyer's offer to completing the sale of your home will depend on many factors. The average transaction takes between 8 and 12 weeks. We will endeavour to complete your transaction as quickly as possible but there are a range of Factors, that may affect your timescale which include, how many parties are in the chain, moving from a rented property, first time buyers, cash or mortgage buyers. if there is a new build at the top of the chain, whether a property is leasehold, if a management company is involved and turnaround times of the searches.

Key Stages of the process

- We will receive instructions and give you initial advice.
- We will carry out Identity checks including proof of residence.
- We will obtain title for the property from Land Registry or deeds holder as necessary.
- We will provide you with a Property Information and Fittings and Contents Forms (Leasehold Information Form if Leasehold) as part of contract pack to be issued to buyer.
- We will prepare a Contract.
- We will send contract pack to buyer's solicitor.
- Please note it is for the buyer's solicitor to obtain the mortgage offer and searches.
- We will receive and respond, with your assistance, to enquiries raised by your buyer's solicitor.

Key Stages of the process continued

- We will send you a final contract for signature.
- We will agree a completion date with you (the date when you hand over the keys to the new owners).
- We will exchange contracts and notify you when this has happened.
- We will send a transfer document to you to sign once received from the buyer's solicitor.
- We will obtain a final mortgage redemption figure (as appropriate) •
- We will prepare a final completion statement and inform you of the net sale proceeds.
- We will complete your sale.
- We will send you the proceeds of sale as set out in the completion statement as per your request (by CHAPS transfer or cheque).

