

## Purchase of a freehold residential property

Our fees cover all of the work required to complete the purchase of your home –

- Dealing with registration at the Land Registry
- Dealing with Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property is in Wales

## Conveyancer's fees, other costs and disbursements –

### Legal Fee

Price	Fee	VAT (20%)	Total
Up to £100000	£400	£80	£480
£100001-£200000	£475	£95	£570
£200001-£300000	£525	£105	£630
£300001-£400000	£575	£115	£690
£400001-£500000	£625	£125	£750
£500001-£1000000	£1000	£200	£1200
Over £1000000	£2000	£400	£2400

There will be additional fees if the following applies –

Type	Fee	VAT (20%)	Total
New build	£250	£50	£300
Help to Buy ISA	£50	£10	£60
Lifetime ISA	£50	£10	£60
Help to Buy Equity Charge	£200	£40	£240
Declaration of trust relevant to joint ownership	£75	£15	£90
Solar panels on a property and a deed of variation is required	£100	£20	£120

### Other Costs

Package A – includes Terra Search (Mines & Minerals), Local Search, Basic Drainage - £171.60 including VAT

Package B – includes Terra Search (Mines & Minerals), Local Search, Advanced Drainage - £224.40 including VAT (if Doncaster)

Type	Cost
Local search (if in Doncaster, other local authorities differ)*	£95.00
Coal Mining search*	£54.00
Drainage search*	£69.60 or £26.40
Environmental search*	£60.00
Flood risk search*	£30.00
Land registry search	£3.60
Bankruptcy search (per person)	£2.40
Telegraphic transfer fee	£30.00

\*these are optional if no mortgage required

VAT is included in above figures.

### Disbursements

Registration Fee	Registered	Unregistered
Up to £80000	£20	£40
£80001-£100000	£40	£80
£100001-£200000	£95	£190
£200001-£500000	£135	£270
£500001-£1000000	£270	£540
Over £1000000	£455	£910

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

### Stamp Duty or Land Tax (on purchase)

This depends on the purchase price of your property. You can calculate the amount you will need to pay using HMRC's website <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/intro> or if the property is located in Wales by using the Welsh Revenue's Authority's website <https://littcalculator.wra.gov.wales/>

### How long will my house purchase take?

How long it will take from your offer being accepted until you can move in to your house will depend on a number of factors. The average process takes between 6-8 weeks from receipt of contract paperwork. 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 12 weeks to exchange contracts. The completion date is dependent on the property build being complete.

### Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances. The usual steps in a standard transaction are as follows –

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Deal with anti-money laundering requirements (proof of identify)
- 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
- Arrange appointment with you to go through all documentation and sign in readiness
- Agree a 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

## **Purchase of a leasehold residential property**

Our fees cover all the work\* required to complete the purchase of your new home –

- Dealing with registration at the Land Registry
- Dealing with Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property is in Wales

### **See purchase of a freehold residential property for fees, other charges and disbursements.**

The additional fee for a leasehold transaction is £200 plus VAT due to the additional work involved.

In addition to the other costs and disbursements for a freehold property, 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 terms of the lease. We will update you on the specific fees upon receipt and review of the lease from the seller's solicitors.

### **Anticipated Disbursements**

- Notice of transfer fee – this fee if chargeable is set out in the lease. Often the fee is between £60 and £200.\*
- Notice of Charge fee (if the property is to be mortgaged) – this fee is set out in the lease. Often the fee is between £60 and £200.\*
- Deed of Covenant fee – this fee is provided by the management company for the property and can be difficult to estimate. Often the fee is between £100 and £250.\*
- Certificate of Compliance fee to be confirmed upon receipt of the lease, and can range between £60 and £200.\*

\*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.

You should also be aware that ground rent and service charges are likely to apply throughout your ownership of the property. We will confirm the ground rent and the anticipated service charge as soon as we receive this information.

### **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 <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/intro>

or if the property is located in Wales by using the Welsh Revenue Authority's website <https://littcalculator.wra.gov.wales/>

### **Stages of the process**

- Take your instructions and give you initial advice
- Check finances are in place to fund the purchase and contact lender's solicitors if needed
- Deal with anti-money laundering requirements (proof of identity)
- Receive and advice on contract documents
- Advice on joint ownership when more than one purchaser
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor including obtaining information from landlord and managing agents
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Arrange an appointment with you to go through all documentation and sign in readiness
- Agree completion date (date from which you own the property)
- Obtain pre-completion searches
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from lender to you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with application for registration at Land Registry
- Deal with any notices and requirements of the Landlord and Managing Agents

### **How long will my house purchase take?**

How long it will take from your offer being accepted until you can move in to your property will depend on a number of factors. The average process for a freehold property takes between 6-8 weeks from receipt of contract paperwork. However, if you are buying a leasehold property significantly more work is involved and the number of parties involved means that the purchase of a leasehold property can take much longer than this. The average timescale is between 12 and 16 weeks. If the lease requires an extension this can take significantly longer, being months rather than weeks. In such a situation additional charges would apply.

Our fee assumes that –

- This is a standard transaction and that no unforeseen matters arise for example (but not limited to) -
  - a defect in title
  - the preparation of additional documents ancillary to the main transaction
- this is the assignment of an existing lease and is not the grant of a new lease
- the transaction is concluded in a timely manner and no unforeseen complications arise
- indemnity policies are not required. Additional disbursements may apply if indemnity policies are required

## Sale of freehold residential property

Our fees cover all of the work required to complete the sale of your property, including dealing with the redemption of your mortgage on completion.

### Conveyancer's fees, other costs and disbursements –

#### Legal Fee

Price	Fee	VAT (20%)	Total
Up to £100000	£400	£80	£480
£100001-£200000	£450	£90	£540
£200001-£300000	£500	£100	£600
£300001-£400000	£550	£110	£660
£400001-£500000	£600	£120	£720
£500001-£1000000	£950	£190	£1140
Over £1000000	£1750	£350	£2100

There will be additional fees if the property you wish to sell has solar panels and a deed of variation is required of £100 plus VAT

#### Other Costs

Type	Cost
Official copies	£7.20
Additional Land Registry documents	£3.60 per document
Telegraphic transfer fee*	£30.00

\*required if mortgage to redeem or if requested by you for the sale proceeds

VAT is included in the above figures.

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

#### How long will my house sale take?

The average process takes between 6-8 weeks from issue of contract paperwork. It can be quicker or slower, depending on the parties in the chain.

#### Stages of the process

The precise stages involved in the sale of a residential property vary according to the circumstances. The usual steps in a standard transaction are as follows –

- Take your instructions and give you the sales pack to complete
- Deal with anti-money laundering requirements (proof of identity)
- Obtain legal title and prepare contract paperwork for submission to the buyer's solicitors
- Obtain further planning documentation if required
- Deal with any necessary enquiries raised by the buyer's solicitors
- Obtain a redemption figure if there is a mortgage on the property
- Arrange an appointment with you to go through all documentation and sign in readiness
- Agree completion date (date from which you sell the property)
- Exchange contracts and notify you that this has happened
- Complete sale
- Deal with payment of mortgage redemption
- Deal with payment of estate agent's fees
- Send any balance sale proceeds to you

## **Sale of leasehold residential property**

Our fees cover all of the work required to complete the sale of your property, including dealing with the redemption of your mortgage on completion.

### **See sale of freehold residential property for fees and disbursements.**

The additional fee for a leasehold transaction is £200 plus VAT due to the additional work involved.

In addition to the disbursements mentioned above, there are certain other charges which will vary depending on the Landlord and Managing Agents. The disbursements which we anticipate will apply are set out separately below. This list is not exhaustive and additional charges and other disbursements may apply depending on the term of the lease. We will update you on the specific fees upon receipt of information from the Landlord and Managing Agents and review of the lease.

#### **Anticipated other charges**

- Management pack – this fee if chargeable is set by the Managing Agents. Often the fee is between £150 and £300.\*
- Landlord's sale pack – this fee if chargeable is set by the Landlord. Often the fee is between £150 and £300.\*

\*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 these documents.

#### **Stages of the process**

The precise stages involved in the sale of a leasehold residential property vary according to the circumstances. The usual steps in a standard transaction are as follows –

- Take your instructions and give you the sales pack to complete
- Deal with anti-money laundering requirements (proof of identity)
- Obtain legal title including a copy of the lease and prepare contract paperwork for submission to the buyer's solicitors
- Obtain further planning documentation if required
- Deal with any necessary enquires raised by the buyer's solicitors
- Request sales pack from the Managing Agents and Landlord
- Obtain a redemption figure if there is a mortgage on the property
- Arrange an appointment with you to go through all documentation and sign in readiness



- Agree completion date (date from which you sell the property)
- Exchange contracts and notify you that this has happened
- Complete sale
- Deal with payment of mortgage redemption
- Deal with payment of Estate Agent's fees
- Send any balance sale proceeds to you

### **How long will my house sale take?**

The average process for the sale of a leasehold property takes between 12-16 weeks from issue of contract paperwork. This is due to the additional work and parties involved in such matters. It can be quicker or slower, depending on the parties.

However, if you are selling a leasehold property that requires an extension of the lease, this can take significantly longer, being months rather than weeks. In such a situation, additional charges would apply.

Our fee assumes that:

- This is a standard transaction and that no unforeseen matters arise 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
- this is the assignment of an existing lease and is not the grant of a new lease
- the transaction is concluded in a timely manner and no unforeseen complications arise
- no indemnity policies are required (additional disbursements may apply if indemnity policies are required)

## Remortgages

Our fees cover all of the work required to complete the remortgage of your house, including dealing with registration at the Land Registry. The table below reflects our prices for dealing with properties in the Yorkshire area and could vary if outside this area.

## Conveyancer's fee, other changes and disbursements

### Legal Fee

£300 plus VAT at 20%.

Leasehold properties – Additional fee of £200 plus VAT at 20%

If solar panels on the property and a deed of variation is required – additional fee £100 plus VAT.

### Other Charges

If your lender does not accept search indemnity insurance -

Package A – includes Terra Search (Mines & Minerals), Local Search, Basic Drainage - £171.60 including VAT

Package B - includes Terra Search (Mines & Minerals), Local Search, Advanced Drainage - £224.40 including VAT

Type	Cost
Local search (if in Doncaster, other local authorities differ)	£95.00
Coal Mining search	£54.00
Drainage search	£69.60 or £26.40
Environmental search	£60.00
Flood risk search	£30.00
OS1	£3.60
Bankruptcy search (per person)	£2.40
Land registry search	£3.60 per document (minimum)
Land registry fee	£3.60 per document (two documents)
Telegraphic transfer fee	£30.00

Above figures include VAT.

### Disbursements

Registration Fee	Registered	Unregistered
Up to £100000	£20	£40
£100001-£200000	£30	£60
£200001-£500000	£40	£80
£500001-£1000000	£60	£120
£1000000	£125	£250

Search indemnity insurance will depend on the value of the property but ranges from £12 to £30.

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

### **How long will my house remortgage take?**

How long it will take from your mortgage offer being issued to completion will depend on a number of factors. The average process takes between 4-8 weeks from receipt of the mortgage offer. However, if you are remortgaging a leasehold property that requires an extension to the lease, this can take significantly longer, being months rather than weeks. In such a situation, additional charges would apply.

### **Stages of the process**

The precise stages involved in the remortgage of a residential property vary according to the circumstances. The usual steps in a standard transaction are as follows –

- Take your instructions and give you initial advice
- Deal with anti-money laundering requirements (proof of identity and proof of funds)
- Carry out searches if search indemnity is not accepted by your lender
- Make any necessary enquiries of you regarding the property and any structural alterations
- Obtain further planning documentation if required
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Arrange an appointment with you to go through all documentation and sign in readiness
- Agree completion date (date from which your remortgage will complete)
- Request redemption figure and any shortfall from you
- Arrange for all monies needed to be received from lender to you
- Complete remortgage
- Deal with application for registration at Land Registry
- Send any balance to you