

## **Conveyancing Fees 2023**

### **Residential Sale**

Sale Price	Fee	VAT	Total Fee
0.00 – 100,000.00	£450	£90	£540
100,001 – 200,000	£500	£100	£600
200,001 – 300,000	£550	£110	£660
300,001 – 400,000	£600	£120	£720
400,001 – 500,000	£700	£140	£840
500,000 + (Check with fee earner)			

### **Residential purchase**

Purchase price	Fee	VAT	Total Fee
0.00 – 100,000	£500	£100	£600
100,001 – 200,000	£550	£110	£660
200,001 – 300,000	£600	£120	£720
300,001 – 400,000	£650	£130	£780
400,001 – 500,000	£800	£160	£960
500,000 + (check with fee earner)			

Transfer of equity - £350 + VAT

Remortgage - £350 + VAT

Transfer and Remortgage - £450 + VAT

Declaration of trust - £350 + VAT

### **Additional Fees (not including VAT) –**

Acting for lender in purchase - £150

Acting for lender in sale - £75

Completing and submitting SDLT Form - £75

Company purchase - £100

Leasehold - £150

Freehold management company - £150

New build property - £150  
 Unregistered property - £150  
 Shared ownership purchase - £200  
 Buy to let restriction - £50  
 Bank transfer to UK account - £60  
 Bank transfer to sellers solicitors - £40  
 Arranging indemnity policy - £50 per policy  
 Statutory declaration - £75  
 Green deal scheme - £100  
 Help to buy ISA - £50  
 Purchase with gifted deposit £100  
 Forces help to buy - £100  
 Expedited transaction - £250

**Third party disbursements**

ID Checks - £6.00 per name  
 Search fees - £160.00 – check if different for referral companies  
 OS1 - £3.00  
 Bankruptcy search - £2 per name

**Land registry fee scale**

Value	By Portal	By Post	Transfer of part/ New lease
0.00 – 80,000	£20.00	£45.00	£45.00
80,001 – 100,000	£40.00	£95.00	£95.00
100,001 – 200,000	£100.00	£230.00	£230.00
200,001 – 500,000	£150.00	£330.00	£330.00
500,001 – 1,000,000	£295.00	£655.00	£655.00
1,000,001+	£500.00	£1,105.00	£1,105.00

**Knowledge and Experience of the staff**

All matters over overseen by a qualified solicitor and they personally undertake most of the work in relation to your matter. However, our solicitors are assisted by Conveyancing Executives who may undertake more routine work in respect of the transaction. Administrative tasks are likely to be undertaken by an administration assistant.

<b>Supervisor</b>	<b>- Stuart Lisgo</b>	<b>- Solicitor</b>	<b>- 17 years' experience</b>
<b>Fee-earner</b>	<b>- Kieran Sewell</b>	<b>- Trainee CLC</b>	<b>- 4 years' experience</b>
<b>Fee-earner</b>	<b>- Helen Pew</b>	<b>- Trainee CLC</b>	<b>- 3 years' experience</b>
<b>Legal Assistant</b>	<b>- Kaite Fletcher</b>	<b>- Law graduate</b>	<b>- 1 years' experience</b>
<b>Legal Assistant</b>	<b>- Faith Nicholson</b>	<b>- Law undergraduate</b>	<b>- 1 years' experience</b>
<b>Trainee Legal Assistant</b>	<b>- Maisie Welch</b>	<b>- Apprentice</b>	<b>- less than 1 years' experience</b>

## **Description of Conveyancing Processes**

### **Sale –**

In a standard residential sale transaction, we will prepare the draft contract documentation and send this to the purchasers' solicitors for their review, we will check the title to the property that you are selling to see if there is any mortgages or other forms of restrictions. We will deal with any queries that are raised by the purchasers' solicitors and refer any enquiries that require your comment to you for review. Once we receive replies we will forward these to the purchasers' solicitors for their consideration.

We will receive the draft transfer document from the purchasers' solicitors and deal with the approval of this, once all documents are approved, we will obtain your signatures on the documents usually being the contract and transfer deed. Once we have your signatures and the buyers' solicitors are satisfied with everything, we are almost ready to set a completion date this is when we will account to you providing you with a completion statement with the breakdown of any mortgage repayment figures, estate agents fees and all other financial matters relating to the sale of the property. On completion of the sale, we will repay any mortgages, estate agents fees and any other sums detailed in the completion statement.

### **Purchase –**

In a standard residential purchase transaction, we will receive all draft contract paperwork from the vendors solicitors, review the documentation received and raise any necessary pre contract enquiries with the vendors solicitors for the sellers' comments and replies too. We will also deal with the ordering of Local authority searches (local authority, Drainage and water and Environmental search) once we receive these we will review and advise you on the contents of the searches and whether we think any further searches are required. We will receive the sellers replies to enquiries and prepare a

report to advise you on these replies along with the contents of the initial contract pack including the title to the property, the seller's information forms and any other associated documents that we receive.

We will receive your mortgage offer from your lender if you are purchasing with the aid of a mortgage, we will review this and advise you of the terms and special conditions contained in your mortgage offer. We will conduct all necessary checks to comply with our money laundering regulations including electronic ID verification checks and obtaining proof of funding and source of wealth for any of your own funds being used in the purchase.

We will arrange to obtain your signatures on the contract, transfer, and mortgage deed (if any), agree an exchange and completion date, obtain your funds and mortgage funds and complete on your purchase. We will deal with the submission of any SDLT due to HMRC and deal with the registration of the transfer of ownership at HM Land registry.

#### **Re-Mortgage-**

In a standard residential re-mortgage transaction, we will receive your mortgage offer from your new lender, review this and advise you of the terms of the offer and any special conditions that need to be complied with. We will obtain a draft No search remortgage indemnity policy to comply with the terms of a remortgage.

We will provide you with the mortgage deed for your signature to be returned to us. If you have a current mortgage on your property, we will obtain a mortgage repayment figure for your current mortgage.

We will then deal with the completion of the remortgage this will include accounting to you for the transaction, repaying any existing mortgage that you have, draw down mortgage funds from your new lender and send you any balance of funds due to you as detailed on your completion statement. We will then deal with the registration of the new mortgage at HM Land registry.

#### **Transfer of Equity –**

In a standard residential transfer of equity transaction, we will obtain title documents from HM land registry to ascertain who the registered owners of the property are, we will then check the title to confirm that there is nothing that will prevent the transfer of equity completing. Once we have done this, we will draft the transfer deeds in accordance with your instructions to either add or remove a party to the property.

We will obtain the signatures on the transfer deeds and any relevant identity documents and any money laundering documentation required if there is any money being paid in relation to the transfer.

We will then be able to set a date for completion of the transfer of equity, we will account to you and deal with the completion of the transfer, we will also deal with the registration of the transfer at HM land registry.