

# R. BELL & SON SOLICITORS

## Information on Fixed Fee Prices & Services 2022

### CONVEYANCING

Our fees cover all the work required to complete the sale of your property. The following are particulars of our fixed fee costs, VAT and disbursements: -

#### **Residential Sale of Freehold/Leasehold Property**

##### **Sales up to £60,000.00**

	£
Our charges	500.00
VAT	100.00
HM Land Registry fee (see note 1 below)	6.00
<b>TOTAL</b>	<b>606.00</b>

##### **Sales up to £100,000.00**

	£
Our charges	600.00
VAT	120.00
HM Land Registry fee (see note 1 below)	6.00
<b>TOTAL</b>	<b>726.00</b>

##### **Sales over £100,000.00**

	£
Our charges	700.00
VAT	140.00
HM Land Registry fee (see note 1 below)	6.00
<b>TOTAL</b>	<b>846.00</b>

**Re-mortgage**

	£
Our charges	375.00
VAT	75.00
Local search	104.20
Other searches	6.00
HM Land Registry fee (depends on value of re-mortgage)	Minimum 40.00
<b>TOTAL</b>	<b>600.20</b>

**Transfer of Equity (any value)**

	£
Our charges	400.00
VAT	80.00
Searches	16.00
HM Land Registry fee	40.00
<b>TOTAL</b>	<b>536.00</b>

**NOTES**

1. Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of disbursements on your behalf to ensure a smoother process. Disbursements can vary, depending on the property you are selling. If your property is already registered at HM Land Registry, the standard fee for an official copy of the register and filed plan is £6.00. However, it may be necessary to purchase an official copy of other documents referred to in the register. This will incur an additional cost of £3.00 per document. Sometimes essential documents relating to a property might be missing (e.g., planning permission, building regulations approval, FENSA certificate for replacement windows/doors) and replacements may have to be obtained or an Indemnity Policy provided in respect of missing documents and this will incur an additional cost. If you are selling a Leasehold property, costs may be charged by the owner of the Freehold Estate (or Management Company) for providing information required to complete the Contract documentation (e.g., details of Management fees, service charges, ground rent and permission to Assign). These fees vary from property to property. We can give you an accurate figure once we have seen your Title Deeds and specific documents. If you have a mortgage, your Lender will require an electronic transfer of funds on redemption. This will incur an additional fee of £10.00 plus VAT and bank charges of £20.00 (total £32.00).
2. Our fee assumes that the transaction is standard. Sometimes unforeseen circumstances arise which will necessarily increase the cost of our service. For example: -
  - if the legal title to your property is defective and requires rectifying prior to completion or part of the property is unregistered.
  - if planning permission/building regulation approval/covenant consent has not been obtained for development when it should have been.
  - if you have failed to produce crucial documents we have requested from you

Wherever possible, we try to work within our fixed fee scale but if such problems arise (which are beyond our control) and involve a considerable amount of extra work for which we consider it would be reasonable to charge an additional fee we will provide you with details of the increased cost, in advance.

### **How long will it take to sell your house?**

How long it will take to sell your house following acceptance of an offer will depend on a number of factors. The average process takes about 12 weeks. It can be quicker or slower, depending on your buyers ability to proceed, how long it takes them to obtain a mortgage/search results and if they have a related sale and whether there is a chain.

### **Stages of the process**

- Upon receipt of your instructions we will consider the title of the property you are selling and provide initial advice and obtain further information from you to enable us to complete the contract documentation.
- We will submit the Contract documentation to your buyers Solicitors so soon as all necessary documents are to hand.
- There are likely to be some pre-contract enquiries which we will assist you to answer.
- We will attend you upon signature of the Contract and Transfer Deed.
- We will obtain a redemption figure from your mortgage lender (if applicable).
- We will arrange a mutually convenient date for the sale of your property (in consultation with you and your purchaser) and we will complete your sale on the appointed date.
- We will, that day, redeem your mortgage (if you have one) and we will account to you for the net proceeds of sale

## **Residential Purchase of Freehold/Leasehold Property**

Our fees include all of the work required to complete the purchase of your new property, including dealing with the registration of your title at HM Land Registry and paying Stamp Duty Land Tax (if applicable).

<b><u>Purchase up to £40,000.00</u></b>	£
Our charges	500.00
VAT	100.00
Local search fee	104.20
Other searches estimated at	5.00
HM Land Registry fees	20.00
Electronic money transfer fee including VAT	32.00
<b>TOTAL</b>	<b>761.20</b>

<b><u>Purchase up to £80,000.00</u></b>	£
Our charges	500.00
VAT	100.00
Local search fee	104.20
Other searches estimated at	5.00
HM Land Registry fees	20.00
Electronic money transfer fee including VAT	32.00
<b>TOTAL</b>	<b>761.20</b>

<b><u>Purchase up to £100,000.00</u></b>	£
Our charges	600.00
VAT	120.00
Local search fee	104.20
Other searches estimated at	5.00
HM Land Registry fees	40.00
Electronic money transfer fee including VAT	32.00
<b>TOTAL</b>	<b>901.20</b>

<b><u>Purchases up to £200,000.00</u></b>	£
Our charges	600.00
VAT	120.00
Local search fee	104.20
Other searches estimated at	5.00
HM Land Registry fees	100.00
Electronic money transfer fee including VAT	32.00
<b>TOTAL</b>	<b>961.20</b>

<b><u>Purchase over £200,000.00</u></b>	£
Our charges	700.00
VAT	140.00
Local search fee	104.20
Other searches estimated at	5.00
HM Land Registry fees (varies depending on purchase price)	150.00
Electronic money transfer fee including VAT	32.00
<b>TOTAL</b>	<b>1,131.20</b>

### **NOTES**

1. If you require us to make a water search there will be an additional cost of £42.50. We recommend a water search be made, particularly if the property has been extended in order to be sure there has been no unauthorised building over a sewer.
2. If the property falls within the Parish boundary of an old Church of England Parish Church we recommend you instruct us to make a Chancel Repair Liability Search at a cost of £20.00.
3. If the property is situated in a mining area we recommend you instruct us to make a Mining Search at a cost of £40.00.
4. The local/water search fees set out above apply to properties in the Hartlepool area. Please note different search fees may apply in other areas of the UK.
5. The Land Registry fees set out above assume you are purchasing a property which is already registered AND is not a transfer of part only of registered land. The Land Registry's scale of charges for first registration of title and the registration of transfers of part vary. We will advise you on the correct fee once we have had the opportunity to consider the Title to the property you are purchasing.
6. If you are purchasing a leasehold property, certain other disbursements may be payable in accordance with the terms of the Lease (e.g. for Notice of Transfer or Notice of Charge (if the

property is to be mortgaged). An additional fee will be payable if you are compelled by the Lease to enter into a Deed of Covenant. We are unable to estimate this cost but we will obtain details of it from the Management Company prior to exchange of Contracts. Leasehold charges vary from property to property and can, on occasions, be quite significant. We can give you an accurate figure once we have seen the Contract documents.

7. STAMP DUTY LAND TAX – the amount payable depends on the location/purchase price of your property. You can calculate the amount you will need to pay by using HMRC's website/online tax calculator.

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

How long it will take from your offer being accepted until you can move into your house will depend on a number of factors. The average process takes between 12-16 weeks. It can be quicker or slower, depending on the parties in the chain.

### **Stages of the process**

The precise stages involved in the purchase of a residential property vary according to the circumstances but will typically include the following: -

#### WE WILL

- take your instructions and provide initial advice
- check finances are in place to fund your purchase and liaise with your lender and/or their Solicitors if required
- receive and advise on Contract documents
- carry out searches
- make any necessary enquiries of the seller's Solicitors and obtain further documentation if required (e.g., planning consents)
- advise on all documents/information received
- go through the conditions of your mortgage offer with you
- attend you upon signature of the Contract/Transfer Deed/mortgage
- draft the Transfer Deed and advise you on joint ownership (if applicable)
- agree a completion date (i.e., the 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 your mortgage lender and you
- complete your purchase
- deal with Stamp Duty Land Tax
- register your title/mortgage with HM Land Registry
- provide you with a copy of the Title Information Document confirming your ownership of the property, when issued by HM Land Registry.

## **Who will carry out the work on my behalf?**

Mr Terence Creed (Partner) deals with all the firm's residential conveyancing. He qualified as a Solicitor in 1981 and has over 37 years' experience in assisting our clients with their sales and purchases of both freehold and leasehold properties. His aim is to provide you with an efficient and professional service and to ensure your sale/purchase is completed with minimum fuss/delay.