

Our fees cover all of the work required to complete the purchase of your new home, including dealing with your mortgage advance, registration at the Land Registry and dealing with the payment of Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property you wish to buy is in Wales.

**This example is for a residential freehold/leasehold HOUSE costing £200,000.00.**

### **Conveyancer's Fees and Disbursements**

#### **Fees**

Legal Fees: £725.00 plus VAT (Total £870.00)  
Electronic Money Transfer Fee: £25.20 including VAT

#### **Disbursements**

Search Fees: £220.00 (these may vary depending on the location of the property)  
HM Land Registration Fee: £95.00 (if the property is registered)  
£190.00 (if the property is unregistered)

We do not pay any referral fees and we do not charge a separate fee for any Stamp Duty Return or verifying ID.

Sub Total: £1,210.20 (registered)  
£1,350.00) (unregistered)

Your individual lender may charge an additional administration fee, which is usually approximately £18.00 including VAT.

Disbursements are costs relating to your matter that are payable to third parties, such as Land Registry 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 by using [HMRC's website](#) or if the property is located in Wales [by using the Welsh Revenue Authority's website](#).

Estimated Stamp Duty: £1,500.00 (This does not take account of the temporary COVID regulations)

This is a standard Stamp Duty calculation. If you are a first time buyer or your purchase is a second home, different rates of Stamp Duty may apply.

**Estimated Grand Total** £2,710.20 (registered)  
£2,805.20 (unregistered)

### **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 6 to 12 weeks.

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 6 weeks. However, if you are buying a leasehold property that requires an extension of the lease, this can take significantly longer, between 2 and 4 months. In such a situation additional charges would apply.

### **Stages of the process**

The precise stages involved in the purchase of a residential property vary according to the circumstances. However, below we have suggested some of the key stages in your purchase:

- Take your instructions and give you initial advice
- Check finances are in place to fund the purchase and contact lender's solicitors if needed.
- 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.
- Send final contract to you for signature.
- Agree 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 FLAT**

Our fees cover all the work required to complete the purchase of your new home, including dealing with your mortgage advance, registration at the Land Registry and dealing with the payment of Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property is in Wales.

**For example for the purchase of a leasehold FLAT costing £200,000.00**

#### **Conveyancer's Fees and Disbursements**

##### **Fees**

Legal Fee: £775.00 plus VAT (Total £930.00)

Electronic Money Transfer Fee: £25.20 including VAT

##### **Disbursements**

Search Fees: £220.00 (these may vary depending on the location of the property)

HM Land Registration Fee: £95.00 (if the property is registered)  
£190.00 (if the property is unregistered)

We do not pay referral fees and we do not charge a separate fee for any Stamp Duty Return or verifying of ID.

Sub total: £1,270.20 (registered)  
£1,365.20 (unregistered)

Your individual lender may charge an additional administration fee, which is usually approximately £18.00 including VAT.

### **Disbursements**

Disbursements are costs related to your matter that are payable to third parties, such as search fees. We handle the payment of the disbursements on your behalf to ensure a smoother process. 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 term 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 is chargeable if set out in the Lease. Often the fee is between £100 to £200.
Notice of Charge Fee:	(If property is to be mortgaged) This fee is set out in the Lease and is often between £100 and £200.
Deed of Covenant Fee:	This fee is paid to the Management Company informing them of change of ownership and can be difficult to estimate. Often it is between £100 and £200.
Certificate of Compliance Fee:	There may be a note on the title that a Certificate has to be provided on change of ownership and the fee for this can range from £50 to £150.

These fees vary from property to property and can on occasions be significantly more than the ranges given above. We will be able to give you an accurate figure once we have had sight of the information provided by the seller and the Management Company.

When purchasing a flat you should also be aware that a ground rent and service charge are likely to apply throughout your ownership of the property. Again, we will be able to confirm the ground rent and the anticipated service charge as soon as we have received this information.

\*These fees may vary from property to property and can on occasions 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 charge 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](#) or if the property is located in Wales by using the [Welsh Revenue Authority's website](#).

**Estimate Stamp Duty:** £1,500.00 (This does not take account of the temporary COVID regulations)

This is a standard Stamp Duty calculation. If you are a first time buyer or your purchase is a second home, different rates of Stamp Duty may apply.

**Estimated Grand Total:** £2,770.20 (registered)  
£2,865.20 (unregistered)

The precise stages involved in the purchase of a residential leasehold property vary according to the circumstances. However, below are some of the key stages in your purchase:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- 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
- Send final contract to you for signature
- Draft Transfer
- Advise you on joint ownership
- Obtain pre-completion searches
- Agree 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 the lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with application for registration at Land Registry

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

How long it will take from your offer being accepted until you can move into your home will depend on a number of facts. The average process takes between 6 to 12 weeks. 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 6 weeks. However, if you are buying a leasehold property that requires an extension of the lease, this can take significantly longer, between 2 and 4 months. In such a situation additional charges would apply:

\*Our fee assumes that:

- a) This is a standard transaction and that no unforeseen matters arise including 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.
- b) This is the assignment of an existing lease and is not the grant of a new lease.

- c) The transaction is concluded in a timely manner and no unforeseen complications arise.
- d) All parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation.
- e) No indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

Other works that may require additional legal fees are:

- Purchase of a new build
- First registration of title
- In purchase cases, whether primary residence, buy to let or second/holiday home
- Multiple owners
- Shared ownership scheme
- Using help to buy scheme, and whether it is an equity loan or ISA
- Purchase under right to buy
- Purchase at auction
- Property has been repossessed
- Defects in title

Our legal fees for dealing with stand-alone mortgage advances and re-mortgages are currently being revised.