

OUR KEY STEPS ON YOUR SALE

Confirming your instructions and requirements

Requesting information from you (and others) regarding your property

Receiving the Memorandum of Sale from your estate agents

Obtaining up to date details on your property from the Land Registry

Preparing and sending the Contract and an information pack to the buyer's conveyancer

Sending the Contract for sale and Transfer deed to you for signature, in readiness

Requesting the settlement figures from your mortgage lender

Replying to any enquiries raised by the Buyer's Property Lawyer

Preparing your draft financial statement

Checking we have everything for an exchange of contracts and discussing moving dates with you

Exchanging the contracts, to make the agreement to sell binding

Obtaining closing settlement figures from your lender and finalising your financial statement

Obtaining your Estate Agent's commission invoice

Completing the sale, redeeming the mortgage and settling payments to others