

## Residential Conveyancing

Our team has over 50 years of collective experience in delivering high quality work in all matters relating to conveyancing. We always make sure junior solicitors and members of staff are supported and supervised appropriately so that the quality of advice is not affected, regardless of who is working on your case.

The members of the team who may work on your matter are Adam Jones, Weronika Kurzynska and or Matthew Strain (on litigation). We sometime employ consultant to advise in absences and in niche areas. Regardless of who works on your matter, they will be supervised by Matthew Strain, Senior Partner.

We charge a percentage rate of the purchase price of the property of 0.3%. This is whether the property is freehold or leasehold, and whether you are buying or selling.

## Freehold Property

Our fees cover all of the work\* required to complete the purchase of your new home, including dealing with 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.

### Conveyancer's fees and disbursements

You can find an example quotation for work from us, attached. This must not be relied on and is only an example.

### 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 in the example quotation attached. 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.

### 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](#).

### 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 3 - 6 months.

It can be quicker or slower, depending on the parties in the chain, and any other external or unexpected factors.

For example, if you are a first time buyer, purchasing a new build property with a mortgage in principle, it could take 2 – 3 months. However, if you are buying a leasehold property that requires an extension of the lease to be completed before purchase, this can take significantly longer, between 6 and 18 months (excluding any tribunal work). We can manage times down in some circumstances, on which we will advise you. 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 key stages that you may wish to include:

- 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 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

You can also see an overview of the process as part of our [property overview leaflet](#).

## Leasehold Property

Our fees cover all the work\* required to complete the purchase of your new home, including dealing with 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.

### Conveyancer's fees

You can find an example quotation for work from us, attached. This must not be relied on and is only an example.

### 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 if chargeable is set out in the lease.
- Notice of Charge fee (if the property is to be mortgaged) – This fee is set out in the lease.
- Deed of Covenant fee – This fee is provided by the management company for the property and can be difficult to estimate.
- Certificate of Compliance fee - To be confirmed upon receipt of the lease..

\*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 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 this 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](#).

The precise stages involved in the purchase of a residential leasehold property vary according to the circumstances. However, below we have suggested some key stages that you may wish to include:

- 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 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 in to your house will depend on a number of factors. The average process takes between 3 – 6 months. 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 2 – 3 months. However, if you are buying a leasehold property that requires an extension of the lease, this can take significantly longer, between 6 – 18 months (excluding Tribunal time). 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 complication 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.*

*These fees are indicative only. At the outset of your matter, once you have provided us with your specific requirement, you will be provided with a tailored estimate of costs.*

## Remortgages

We charge a fixed fee of £750.00 (plus VAT and disbursements) to deal with a remortgage.

# Strain Keville

## Estimated fees for purchase / sale of your property

01 April 2020

Mr & Mrs Smith  
1 The Grand  
London W2

Purchase price 750,000.00

Item	Total
Initial instructions	112.50
Research on the property	225.00
Requesting deeds and draft contract from seller's solicitors	
Carrying out formal searches	
Considering and amending the contract (as necessary)	
Reviewing documentation received and providing a full report	675.00
Dealing with your mortgage bank*	225.00
Advising the bank	
Requesting the mortgage advance	
Raising additional enquiries on the property	337.50
Taking instructions from you and your mortgage lender	
Correspondence with seller's solicitors third parties	
Exchanging contracts	225.00
Completing the purchase	225.00
Post completion steps	225.00
Submitting Stamp Duty Land Tax return to HM Revenue & Customs	
Registering your ownership at the Land Registry	
<b>Total (excluding unknown work charged at an hourly rate, and VAT)</b>	<b>£2,250.00</b>

\* We may not be on your lender's panel, in which case an additional charge will be required. We will advise you of that amount when known

### Further costs (per hour)

Negotiation and other work as required and or instructed	tbc
Any other negotiation, work or litigation, whether directly or indirectly related to the above and or the property	tbc

# Strain Keville

## Disbursements

These are estimates which can only be made accurate when we have made contact with the suppliers, depending on the property type and circumstances  
We will request payment of these disbursements before carrying them out

Drainage and water search	72.00
Environmental search	102.00
Chancel check search	27.00
VAT on the above (@ 20%)	40.20
Local Authority search	150.00
	<hr/>
<b>Estimated Total</b> (final figure to be confirmed on completion)	<b>391.20</b>
	<hr/> <hr/>

## Summary of your estimated costs

Strain Keville's fees	2,250.00
VAT (@ 20%)	450.00
Disbursements	391.20
	<hr/>
	3,091.20
	<hr/>
<b>Deposit requested before beginning work</b> (this is half our fee plus estimated disbursements)	<b>1,516.20</b>
	<hr/> <hr/>

Example - not to be relied upon