

Sale Timeline

After you instruct us, We ask you to sign a client care letter and provide proof of identification to comply with our anti-money-laundering obligations.

We also send you a property information form and fixture and fittings form the for you to complete and return to us.

We locate the title deeds to your property and check that these are complete. We then draft the sale contract and send this together with the forms you completed to the buyer's solicitor.

The buyer's solicitor may wish to raise some queries about the title or the documents supplied which we will discuss with you. They will also initiate the usual searches to check there are no planning, environmental or other issues affecting the property.

Once the buyer's solicitors have approved the contract and received the results of their searches and enquiries, together with any mortgage offer, if there client is having a mortgage, we will then ask you to sign a contract.

When both sides are ready to proceed, contracts are exchanged. This means each side sends the other a copy of the purchase contract signed by their clients and the buyer pays a deposit, normally 10% of the purchase price. At this point, the parties have entered into a binding contract. The contract will state the completion date that has been agreed. This is the date that you move out of the property and hand over the keys to the buyer in return for us receiving the balance of the purchase monies on your behalf. If you have a mortgage, we pay this off from the sale proceeds and then account to you for the balance, unless you have related purchase.