

Eddowes Perry and Osbourne Conveyancing Fees

Please speak to our qualified members of staff for a specific quote that will be tailored to your needs.

0121 686 9444 or email advice@e-p-o.co.uk

Our standard fees are calculated on the high level of service that we are proud to provide to our clients. Our view is that, by charging a fair fee, we can help you with your property transaction by providing additional value such as progress updates as often as possible, supported by our quality service, experience and legal advice.

Our experience and knowledgeable members of staff will help you with every step of the way:

Eddowes Perry and Osbourne have been practicing in the Royal Town of Sutton Coldfield for over 300 years' We have 2 Directors Bethany Wiltshire LLB Hons and Yasar Baz LLB Hons that head up our Conveyancing team and have a wealth of experience and have a fantastic team delivering high quality service in property transactions. The team has particular expertise in Sales, Purchases, New-Build properties, Remortgages, Transfers of Equity, Shared Ownership transactions, Equity Releases and Unregistered Land.

Conveyancing Team

We have 7 members of the team who may work on your matter, supported by a Legal Assistant, regardless of who works on your matter, they will be supervised by Bethany Wiltshire and Yasar Baz Head of the Conveyancing Team.

Bethany Wiltshire LLB Hons (Solicitor)

Yasar Baz LLB Hons (Solicitor)

Kimberley Anderson LLB Hons (Solicitor)

Emma Adams LLB Hons (Solicitor)

Anees Rehman Legal Executive

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Maria Hawkins Legal Executive

Katie Dwyer Legal Executive

Jane Hancox Legal Assistant (support staff)

Karen Homer Legal Assistant (support staff)

Julia McLeod Legal Assistant (support staff)

Issa Hussain Legal Assistant (support staff)

The Question most of us ask when purchasing or selling
How long does it take and what are the procedures?

How long it will take from the offer being accepted until completion will depend on a number of factors. The average process takes around 6-12 weeks from the draft Contract papers being issued but it can be quicker or slower, depending on the other parties in the chain.

Factors that can affect the speed of a transaction include (amongst others): –

- The time it takes for us to receive the results of our applicable searches
- If you or someone in the chain is purchasing a New-Build property
- If you or someone in the chain is purchasing a Leasehold property
- If a property in the chain is discovered to have Title or other defects that need to be resolved
- If you or someone in the chain experiences delays in obtaining a mortgage offer
- If you or someone in the chain is difficult to contact due to holiday, work or other factors

Procedures

Action by Sellers solicitor in Black, action by Buyer's solicitor in Red

1. When both parties have formally instructed their solicitors, prepares and submits draft Contract and supporting papers to Buyer's Solicitors.

2. Receives draft Contract

3. Submits Searches

4. Investigates Title

5. Raises Preliminary Enquiries.

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- 6. Receives Preliminary Enquiries**
- 7. Takes Client's instructions**
- 8. Sends replies to Preliminary Enquiries to Buyer's Solicitors**
9. Receives and considers replies to Preliminary Enquiries.
10. Receives and considers Search results
11. Raises Additional Enquiries if necessary
- 12. Receives Additional Enquiries**
- 13. Takes Client's instructions.**
- 14. Sends replies to Additional Enquiries to Buyer's Solicitors**
15. Receives and considers replies to Additional Enquiries
16. Approves Contract and drafts Transfer Deed for Seller to sign
17. Full Report on property provided to Buyer (in writing and/or in meeting)
18. Arrange for Buyer to sign Contract, Mortgage Deed and other purchase documents
- 18. Arrange for Seller to sign Contract, Transfer and other sale documents**
19. Agree Completion Date with all parties.

"EXCHANGE OF CONTRACTS"

20. Send exchanged Contract with deposit to Seller's Solicitors.
21. Submit Certificate on Title and Request for Funds to Mortgage Lender.
22. Submit and review pre-completion searches.
- 23. Request redemption statement from existing Mortgage Lender.**
- 24. Request Estate Agent's invoice.**
- 25. Prepare bill and draft Completion statement.**
25. Prepare bill and draft Completion Statement.
26. Request balance due from Buyer to complete.
27. Receive mortgage advance from Lender.
28. Receive balance from Buyer

"COMPLETION"

29. Send balance purchase monies to Seller's Solicitor.

"COMPLETION"

- 30. Receive balance purchase monies from Buyer's Solicitors and authorize release of keys.**
- 31. Redeem existing mortgage. 31. Pay Stamp Duty.**
- 32. Send signed Transfer and deeds to Buyer's Solicitors.**

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33. Pay Estate Agents.**34. Send net sale proceeds to Seller.**

35. Receive signed Transfer and deeds from Seller's Solicitors.

36. Submit application for registration to HM Land Registry

37. Receive mortgage discharge from existing Mortgage Lender.**38. Send mortgage discharge to Buyer's Solicitors.**

39. Receive mortgage discharge form from Seller's Solicitors.

40. Registration completed. Receive updated Title from HM Land Registry.

41. Send updated Title to Buyer with pre-registration deeds (unless required by Lender).

42. Send deeds to Mortgage Lender (if required) or place into storage for Buyer free of charge.

Our Fees these can change depending on unforeseen problems that is why we encourage our clients to have a chat with one of our conveyancing team before instruction.

Up to £250,000.00	£650.00 plus 20% VAT
£250,000.00 – £500,000.00	between £750.00 - £850.00 plus 20% VAT
£500,000.01 – £1,000,000.00	between £1,295.00 plus 20% VAT
£1,000,000.00 – £2,000,000.00	0.1% of the Sale/Purchase Price
£2,000,000.01 and above	0.1% of the Sale/Purchase Price

- Leasehold purchases £150.00
- Leasehold sale £125.00
- New builds £195.00
- HTB £150.00
- Replies to requisitions are only to be sent by fax and post Not by email
- Whenever possible issue contract papers by email
- In an attempt to cut down on postage and environmentally friendly we to email agents rather than sending letters

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- **Clients are requested to visit the office with their ID rather than sending in original documents.**
- **The Money Laundering Sheet is to be re-drafted as it is important that we identify source of funds early in the transaction**

As well as legal fees, you will also have to pay 'Disbursements' as part of your Sale or Purchase process.

'Disbursements' are additional sums related to your matter that are payable to third parties, such as Land Registry fees and search fees. We also handle the payment of these on your behalf to ensure a smoother process. The disbursements which we anticipate will apply in an average Freehold transaction are as follows: –

SALE

- Money Transfer Fee (inc VAT) £30.00
- Land Registry Document Fee (inc VAT) £10.00 approx

PURCHASE

- HM Land Registry Fee – **Our Legal Assistant will advise you on this**
- Stamp Duty – **Our Legal Assistant will advise you upon quote**
- Estimated Conveyancing Search Fees £250 + VAT

This list is not exhaustive and other disbursements may apply depending on the property concerned. We will of course update you on any additional disbursements payable as these become apparent during the course of your transaction.

Stamp duty can be calculated by yourself by using the HMRC website. However, one of our Legal Assistants can help you with this information.

The Land Registry fee payable will also depend on the purchase price of your property. You can calculate the amount payable by using the Land Registry's fee calculator Go to [Land Registry website](#). Please speak to our Legal Assistant.

Our fees cover all the work required to complete the Sale of your existing property or 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. properties, Remortgages, Transfers of Equity, Shared Ownership transactions, Equity Releases and Unregistered Land.