SALE FLOWCHART

This flowchart gives an overview of the conveyancing process in standard freehold sale transaction. The timescales given are approximate based on a simple, standard transaction.

Week 1

You instruct us in relation to the sale & we send you a client care pack & property information forms to complete & return. You pay a sum on account to enable us to order searches in due course.

You market your property with us or the Estate Agent of your choice, securing a buyer after negotiation. Memorandum of Sale is issued to all parties.



Weeks 2 & 3

On receipt of your completed documentation, we will check the title details and all relevant documents. We will request a repayment figure from your mortgage lender (where applicable).



Your buyer will arrange any mortgage finance required and a valuation and/or survey will be carried out on your property on their behalf.



Weeks 3 & 4

We will send a contract pack to the buyer's conveyancer. The conveyancer will request searches and raise enquiries.



Weeks 5 & 6

We reply to enquiries where we can, but raise anything we are unable to respond to ourselves with you. All replies are forwarded to the buyer's conveyancer for their information.



Weeks 6 & 7

Once the buyer's conveyancer is satisfied with the replies to enquiries and search results, discussions will take place with the chain to agree a completion date.



Week

CONTRACTS ARE EXCHANGED AND THE COMPLETION DATE SET.



Week 9

We request final redemption figure on all lending, obtain your approval to the estate agency invoice and any other payments due to be made on completion.



Your buyer's conveyancer will request final mortgage funds and any other monies required to complete the transaction.



Week 10

Completion date - moving date where keys are handed over.

We will redeem any mortgages over the property and account to you for the balance proceeds. If you are purchasing a property on the same day, the net proceeds will transfer to that transaction.