

All our Conveyancers are fully qualified Solicitors and between them have some 65 years' experience in the field. They are all accredited to the Law Society Conveyancing Quality Scheme. Your transaction will be handled by the same Solicitor throughout together with their assistant/secretary. If we need to change the Solicitor dealing with your matter you will be informed.

We base our conveyancing fees on property values. The fees quoted only relate to properties situated in the UK. All our conveyancers use the same charges and they range:

SALE	Freehold	Leasehold
£0 - £299,999	£1,000	£1,100
£300,000 - £499,999	£1,200	£1,300
£500,000 - £749,999	£1,400	£1,500
£750,000 - £999,999	£1,600	£1,700
£1,000,000 - £1,499,999	£1,800	£1,900
£1,500,000 and over	0.15%	0.18%

PURCHASE	Freehold	Leasehold
£0 - £299,999	£1,200	£1,400
£300,000 - £499,999	£1,400	£1,600
£500,000 - £749,999	£1,600	£1,800
£750,000 - £999,999	£1,800	£2,000
£1,000,000 - £1,499,999	£2,000	£2,200
£1,500,000 and over	0.17%	0.19%

OTHER TRANSACTIONS & CHARGES			
Transfer of Equity	£700.00	New Build	£500.00
Transfer of Equity R/M	£1,000.00	Retentions	£100.00
Remortgage	£850.00	Declaration of Trust	£350.00
Equity Release	£850.00	Statutory Declarations	£200.00
Lease Extensions	£850.00	Deed of Variations	£500.00
LE + charge	£1,100.00	SDLT Return	£80.00
First Registration	£500.00	CHAPS payment fee	£30.00
Second Charge	£350.00	Abortive fee	Up to 75%

These figures are inclusive of the work we carry out on behalf of your Mortgagee.

All prices above are subject to VAT @ 20% and are on the basis of a standard transaction with no unforeseen complications arising. If at any time it is felt that our fees will increase because of additional work required in the transaction, we will let you know.

Some of the reasons why the transaction may become more complex and require us to increase are fees are:

- Where your mortgage lender instructs its own solicitor
- Where a lease extension is involved
- Where your lease purchase includes the purchase of a share of the freehold
- Where freeholder consent may be required for any reason
- Where there is a perceived defect in title
- If leasehold, where it is the transfer of an existing lease and not the grant of a new lease
- Shared ownership transactions
- Missing or absentee landlords
- Compulsory purchase where a transaction is required to be expedited
- Contract races
- Lockout/exclusivity agreements.

You will note that a purchase costs more than a sale and a leasehold property even more. This is because of the different amounts of work involved, as follows:

Sale

On a sale we obtain office copies of your title from the Land Registry and draft a contract. This is submitted to your Buyer's Solicitors, who raise enquiries, which we answer with your help. When the Buyer is ready, we obtain your signature and exchange contracts which means the transaction is binding on all parties and complete the sale by approving the Transfer of Title, obtaining redemption figures for your mortgage and obtaining details of the Estate Agents commission. Following completion of the sale we pay off your mortgage and the Estate Agents and send the balance to you unless it is being used for a purchase.

Purchase

A Purchase is more complicated. We receive a draft contract from the Seller's Solicitors and we then check the legal title and raise enquiries. We also carry out searches to obtain information about planning matters affecting the property and its surrounds, energy, infrastructure and environmental issues. We carry out a drainage and water search and, depending upon the area, perhaps a mining search. Once we have all the results back, we report to you and explain any issues which might affect the property. If you are obtaining a mortgage we also need to report to the Mortgagees. If all is satisfactory, we proceed to exchange contracts. We then place Land Registry searches to protect your own and your Mortgagee's legal position, draw down the mortgage monies, approve the transfer of title and obtain your signature if necessary and complete the purchase. Once completion has taken place, we attend to payment of the Stamp Duty Land Tax and the registration of your title at H.M Land Registry.

Leasehold

A sale of a leasehold property involves answering additional enquiries from the Buyer's Solicitor, obtaining details regarding rent and service charges from the Management Company or Landlord to forward to the Buyer's Solicitors.

A purchase of a leasehold property involves perusing the Lease, which is a lengthy document and raising additional enquiries of the Seller's Solicitors, ensuring that all rent and service charges have been paid up to date and calculating apportionments to the date of completion. Advising both you and your Mortgagees (if any) on the terms of the lease and any covenants that you are entering into. After completion it is necessary for us to serve notice upon the Landlord or Management Agents to advise them that you are now the owner of the property and to give them details of the mortgage over the property.

Other charges that may apply:

If you are receiving a gift from a relative to assist you with the purchase price we will need to carry out additional work for you including carrying out electronic identity/AML checks on the Donor(s), obtaining documentary evidence of the source of the funds, carrying out a bankruptcy search; The cost of a bankruptcy search is £2.75 plus VAT per individual.

Preparing a Gifted Deposit Deed and a Declaration of Solvency for execution by the Donor and taking out an indemnity policy for the full value of the property. Our costs involved for this will be £250 plus VAT and plus the cost of the indemnity policy premium.

In addition to our fees as outlined above there will be other payments to make on your behalf. These expenses are essential to the property transaction and would be charged by any lawyer undertaking the matter. We do not add anything to the charge for these expenses – they are passed on to you at cost to us. These will include obtaining documents from the Land Registry on your sale and on a purchase the cost of the searches as referred to above. There may also be an indemnity policy premium payable to protect you and your mortgages from, for example, a defect in title or planning issues. You will also have to pay Stamp Duty Land Tax to HM Customs & Excise and a Land Registration fee to register your title at the Land Registry.

As part of our Client Due Diligence, we will carry out an electronic identity/AML check with an outside agency to confirm the details we have been given. The cost of the electronic identity/AML check is £4.50 plus VAT per individual.

In accordance with GDPR best practices, Charles Coleman LLP engages a third party information management provider (FileMan) to safeguard the information within your client file for a minimum period of seven years and provide secure information management services. Archiving fees and charges will be charged to you at the cost to us of £39 + VAT for engaging FileMan Information Management to retain your completed file for a minimum of seven years and secure destruction of your client file at the end of the statutory seven year retention period, unless otherwise required. In cases where a physical file needs to be retrieved during this time there will be an additional cost of £19 plus VAT, as charged to us by FileMan.

If you would like a clearer idea of the costs and disbursements for your own sale or purchase you can obtain one by using the INSTANT CONVEYANCING ESTIMATE button or side tab on the home page or conveyancing page of our website (www.charles-coleman.com). The estimate will contain all fees and disbursements to be paid on your behalf plus calculate the Stamp Duty Land Tax and Land Registration fee that you will have to pay.

The time a transaction takes is dependent upon many outside factors; e.g. the time taken for the mortgage offer to be made; to receive the results of searches and to obtain documents from planning authorities and management agents. It may also be necessary for one of the parties to obtain quotations for indemnity insurance policies. In addition, much depends on the length of the chain of transactions in which you are involved. We usually say that, on average, a freehold property should take between 4 – 6 weeks to exchange contracts and 2 – 4 weeks to complete thereafter. A Leasehold title (because there are so many other people involved) takes between 6 – 8 weeks to exchange contracts and 2 – 4 weeks to complete.

If you have any questions to ask please contact one of our Conveyancing Solicitors. Their individual profiles can be found on our Lawyers page: John Humphreys, Ishan Nathan Kapoor and Jade Seward.