

## **Purchase of a leasehold residential 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.

**Fees vary from property to property and can on occasion be significantly more than the ranges set out below. We will give you an accurate figure once we have sight of your specific documents.**

The fees generally consist of:

### *Our usual conveyancing fees and disbursements*

- Legal fee\*\* ranging from £645 + VAT (where the purchase price of the property is up to £150,000) to £1050 + VAT (for a property valued at £1,000,000). We provide a price on application where the property is priced above £1,000,000.
- Fee\*\* for acting on behalf of the mortgage lender £100 + VAT
- Arranging Electronic money transfer/ mortgage redemption £30 + VAT

In addition to the legal fee\*\*, you will also have additional costs to pay, known as “disbursements”. These are costs related to your matter that are payable to third parties. The extent of the disbursements that need to be paid will become clear after considering the draft lease. Typically, however, they include:

- Fees for various types of searches
- HM Land Registry fee
- Banking fees
- Notice of Transfer fee \*
- Notice of Charge fee (if the property is to be mortgaged) \*
- Deed of Covenant fee – (This fee is determined by the management company for the property) \*
- Certificate of Compliance fee \*.

*\* These fees vary from property to property*

We handle the payment of the disbursements on your behalf to ensure a

smoother process.

### *Ground Rent and Service Charge*

You should also be aware that ground rent and service charge are likely to apply throughout your ownership of the property. The amounts are set by the landlord and detailed in the lease.

### *Stamp Duty and 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. We charge £40 + VAT for preparing the SDLT form

### *Example*

Because there are so many variables it is difficult to summarise the range of total costs here with any accuracy. Instead, we have provided, by way of an illustration, an estimate of what fees and costs would apply in the case of a typical purchase of a leasehold property worth £200,000 with the help of a mortgage:

#### *Legal fees*

Our fee**:	£700.00 (+ VAT of £110.00)
Our fee for acting for your lender**	£100.00 (+ VAT of £20.00)
Preparing SDLT form	£40 (+VAT of £8.00)
Arranging Bank transfer	£30 (+ VAT of £6.00)
Bank	£10 (+ VAT of £2.00)

#### *Disbursements*

Land Registry registration	a minimum of £95.00*
Land Registry search fee	£3.00
Bankruptcy searches	£2.00 per name searched
Stamp Duty*	a minimum of £1500.00
Search fees *	£265.00
Notice of Transfer fee *	£100 -200.00
Notice of Charge fee *	£100 -200.00
Deed of Covenant fee *	£100 -200.00
Certificate of Compliance fee *	£100 -200.00

\* cost will vary depending upon your particular circumstances.

The precise stages involved in the purchase of a residential leasehold property vary according to its particular circumstances. However, they routinely 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 house purchase take?*

How long it will take from your offer being accepted until you can move in will depend upon a number of factors. The average process takes between 6-10 weeks.

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 6-10 weeks. However, if you are buying a property that requires an extension of the lease, this can take significantly longer, possibly several months. 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.