



curtiswhitefordcrocker
S O L I C I T O R S

RESIDENTIAL CONVEYANCING

A Guide to CWC's fees for Residential Conveyancing

Curtis Whiteford Crocker can assist you with buying and selling, mortgaging or re-mortgaging your residential property. We are Lexcel and Conveyancing Quality Scheme Accredited which are schemes run by the Law Society to ensure management of our firm and the services we offer to clients meet certain standards.

The fees you will pay if we assist you in your transaction can be broken down as follows:

- Our Legal fee and any matter specific surcharge
- Disbursements (i.e. payments we make to third parties on your behalf such as Stamp Duty Land Tax to HMRC, Land Registry search fees and registration fee, search fees, etc.)
- VAT, where applicable

Conveyancer's fees and disbursements

- **Our Legal fee** – this is based on the price of the property you are to sell/buy, mortgage or re-mortgage. The table set out below is our average legal fee exclusive of VAT and the following details show what we consider is encompassed within an average transaction and explains what is included in such fees.
- Few transactions, like few people, are exactly average. If there are particular aspects of your transaction that require additional work or additional time to be spent by your fee earner these aspects attract additional fees (– Surcharges) and some examples of additional work which may be required together with an estimated additional surcharge for such work are also set out below.
- We are keen to be transparent about our fees. The prices shown below are average costs for a variety of cases and can seem very technical. A detailed estimate, specific to your case can be obtained by contacting us, we are pleased to help.

CWC Common Disbursements for Domestic Conveyancing

Sale/Purchase

Value	Freehold	Leasehold
Up to £150,000	£675.00	£800.00
£150,000 - £200,000	£700.00	£850.00
£200,000 - £300,000	£750.00	£1000.00
£300,000 - £400,000	£850.00	£1150.00
£400,000 - £500,000	£900.00	£1200.00
£500,000 - £600,000	£950.00	£1300.00
£600,000 - £700,000	£1000.00	£1450.00

£7,000,000 +

not more than .25% of sale/purchase price (freehold) If leasehold, then additional supplement dependent upon complexity of management/title structure at the Development

Remortgage

	Freehold	Leasehold
Up to £250,000	£400.00	£575.00
Up to £500,000	£500.00	£675.00

Examples of Additional fees or Surcharges for some common additional work

New Build Surcharge	£350.00
Shared Ownership Surcharge	£500.00

Purchase

Government Help to Buy	£250.00
Help to Buy ISA	£ 50.00
Forces Help to Buy	£ 75.00
Gifted Deposit	£ 75.00

Sale

Government Help to Buy Redemption	£100.00
Government Help to Buy Redemption (stand alone transaction)	£400.00

T/T / Bank Fee

T/T Fee	£45.00 plus VAT = £54.00
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Some additional work such as, if leasehold, whether there is a complex management structure at the development (i.e. more than one management company involved), properties subject to freehold rent charge schemes, properties with private services, private access arrangements, rural properties with land, any title defects, we meet less frequently and we deal with fees for these aspects on an individual basis dependent on the time the fee earner has spent resolving the issue. You will be notified by your fee earner should such matters crop up in your transaction and fees agreed before such additional work is undertaken

All of the above fees are exclusive of VAT

CWC Common Disbursements for Domestic Conveyancing

These are costs related to your matter that are payable to third parties. We handle the payment of the disbursements on your behalf to ensure a smoother process.

Search fees – the searches required vary according to what is recommended for the area in which the property you are purchasing, mortgaging or re-mortgaging is situated. Standard searches are local authority search, drainage and water search, environmental search (standard conveyancing searches). Other searches may be recommended such as coal mining or metalliferous mining searches. The average fee for standard conveyancing searches is around £250 but we will include a property specific estimate for your transaction if you contact staff at any of our offices.

Land Registry fee for provision of copy register entries and plan and any supporting documents (£3.00 per document) - £9.00

Land Registry search fee - £3.60

Bankruptcy search fee - £2.40 per name

H M Land Registry fee – this applies to a purchase or remortgage transaction and for a purchase the fee is based on the price paid for the property under scale 1 of the Land Registry fee scale <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees#scale-1-fees>

Stamp Duty Land Tax – this depends on the purchase price of your property, whether you are a first time buyer, whether this is an additional 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 here <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/> <https://beta.gov.wales/land-transaction-tax-calculator>

VAT is payable on the legal fee and search fees at 20%.

In Leasehold or rentcharge transactions Fee for provision of sale information pack – this fee is charged by the freeholder/management company for the property and can be difficult to estimate. Often it is between £150 and £300.

*These fees vary from property to property and can on occasion be significantly more than the range given above. We can only give you an accurate figure once we have contacted the freeholder/managing agents for the property.

In leasehold or rent charge purchase transactions the following fee may apply:

Notice of transfer fee – This fee if chargeable is set out in the lease. Often the fee is between £60 and £180.

Notice of charge fee (if the property is to be mortgaged) – this fee is set out in the lease. Often the fee is between £60 and £180.

Deed of Covenant fee – this fee is provided by the management company for the property and can be difficult to estimate. Often it is between £100 and £300.

Certificate of Compliance fee – this fee is provided by the management company for the property and can be difficult to estimate. Often it is between £60 and £180.

*These fees vary from property to property and can on occasion be significantly more than the

ranges given above. We can only give you an accurate figure once we have sight of the specific documents for the property.

Referral fees – In some circumstances clients are referred to us by a third party and we may pay that third party a referral fee. If this is applicable to your transaction then full details will be included in our terms of business letter. We pay this fee and it does not affect the total amount charged to you.

PLEASE CONTACT STAFF AT OUR NEAREST OFFICE TO YOU FOR A PERSONAL QUOTE

Sale of an average freehold residential property

Stages of the process

Our standard legal fee includes the following work:

- preparing and agreeing the contract for sale with the buyer's solicitors;
- dealing with any standard enquiries raised by your buyers on your behalf;
- negotiating a transfer document;
- proceeding to exchange of contracts and then completion of the sale;
- receiving funds by telegraphic transfer from the buyer's solicitors;
- redeeming your mortgage with your lender (if applicable);
- paying the fees of your Estate Agents;
- accounting to you with the net proceeds of sale.

Our standard legal fee is on the basis that:

- the property is currently held under a single freehold title at the Land Registry with no title defects;
- one contract is submitted to one purchaser;
- the sale will be on the basis of an unconditional contract and the property is sold with vacant possession;
- completion takes place on the date agreed in the contract;
- that upon completion of the sale it will only be necessary to forward funds to one mortgagee, your agents and you. In the event that there is a need to discharge further liabilities additional charges will be incurred depending on the amount of additional work required.

Purchase of an average freehold residential property

Stages of the process

Our standard legal fee includes the following work:

- investigating the title to the property, to include:
 - carrying out searches with respect to title and local government information for the property;
 - reviewing replies given by the seller to pre-contract enquiries;
- negotiating a purchase contract;
- negotiating a transfer document;
- advising you in respect of your mortgage offer (if any);
- preparing a report on title;
- proceeding to exchange of contracts and then completion of the purchase;

- transferring funds by telegraphic transfer to the seller's solicitors and for relevant taxes;
- calculating stamp duty or land tax on the purchase and preparing and submitting to HM Revenue and Customs the appropriate stamp duty or land tax forms, and
- registering the purchase and the mortgage (if any) at the Land Registry.

Our standard legal fee is on the basis that:

- the property is currently held under a single freehold title at the Land Registry with no title defects;
- one contract is submitted to one purchaser;
- the purchase will be on the basis of an unconditional contract and the property is acquired with vacant possession;
- completion takes place on the date agreed in the contract.

Sale of an average leasehold residential property

Stages of the process

Our standard legal fee includes the following work:

- preparing and agreeing the contract for sale with the buyer's solicitors;
- applying to freeholder/managing agents for sale information pack and provision to the buyer's solicitors;
- dealing with any standard enquiries raised by your buyers on your behalf;
- negotiating a transfer document;
- proceeding to exchange of contracts and then completion of the sale;
- receiving funds by telegraphic transfer from the buyer's solicitors;
- redeeming your mortgage with your lender (if applicable);
- paying the fees of your Estate Agents;
- accounting to you with the net proceeds of sale.

Our standard legal fee is on the basis that:

- the property is currently held under a single leasehold title at the Land Registry with no title defects;
- this is the assignment of an existing lease and is not the grant of a new lease;
- one contract is submitted to one purchaser;
- the purchase will be on the basis of an unconditional contract and the property is sold with vacant possession;
- all parties in the transaction are co-operative and there is no unreasonable delay from third parties providing documentation;
- completion takes place on the date agreed in the contract;
- that upon completion of the sale it will only be necessary to forward funds to one mortgagee, your agents and you. In the event that there is a need to discharge further liabilities additional charges will be incurred depending on the amount of additional work required.

Purchase of an average leasehold residential property

Stages of the process

Our standard legal fee includes the following work:

- investigating the title to the property, to include:
 - carrying out searches with respect to title and local government information for the property;
 - reviewing replies given by the seller to pre-contract enquiries;
 - reviewing information supplied by the freeholder/managing agents;
- negotiating a purchase contract;
- negotiating a transfer document;
- advising you in respect of your mortgage offer (if any);
- preparing a report on title;
- proceeding to exchange of contracts and then completion of the purchase;
- transferring funds by telegraphic transfer to the seller's solicitors and for relevant taxes;
- calculating stamp duty land tax (SDLT) on the purchase and preparing and submitting to HM Revenue and Customs the appropriate SDLT forms;
- dealing with post completion formalities with the freeholder/managing agents; and
- registering the purchase and the mortgage (if any) at the Land Registry.

Our standard legal fee is on the basis that:

- the property is currently held under a single leasehold title at the Land Registry with no title defects;
- this is the assignment of an existing lease and is not the grant of a new lease;
- one contract is submitted to one purchaser;
- the purchase will be on the basis of an unconditional contract and the property is acquired with vacant possession;
- all parties in the transaction are co-operative and there is no unreasonable delay from third parties providing documentation;
- completion takes place on the date agreed in the contract.

An Average Mortgage or re-mortgage of residential property

Stages of the process

Our standard legal fee includes the following work:

- investigating the title to the property, including carrying out searches with respect to title and local government information for the property;
- advising you in respect of your mortgage offer;
- proceeding to completion of the mortgage;
- transferring funds by telegraphic transfer to redeem the existing mortgage (if applicable);
- registering the mortgage at the Land Registry.

Our standard legal fee is on the basis that:

- the property is currently held under a single title at the Land Registry with no title defects; and
- sufficient funds are available following the receipt of re-mortgage funds to discharge any existing borrowing registered against the property, and there is only one existing lender to whom funds are to be remitted on completion of the re-mortgage.

How long will my house sale/purchase take?

How long it will take from an offer being accepted until you can move out of or into your home will depend on a number of factors. The average process takes between 2 and 3 months.

It can be quicker or slower, depending on the parties in the chain. For example, if you are a first time buyer, purchasing a property which is vacant, it could take 4 to 6 weeks. However, if you are buying or selling a leasehold property that requires an extension of the lease, this can take significantly longer, between 3 and 6 months. In such a situation additional charges would apply.

How long will my mortgage or re-mortgage take?

How long it will take from receiving a mortgage offer to completion of the mortgage will depend on a number of factors. The average process takes between 1 and 2 months. It can be quicker or slower, depending on whether your lender requires conveyancing searches to be carried out or will accept no search insurance. Your lender may also impose conditions in the mortgage offer which must be complied with before completion can take place.