

Conveyancing Fees - Leasehold Sale

Example of leasehold sale up to £250,000

Roger Brooker & Co. charges	£800.00
VAT on our charge	£160.00
Up to date official copies of the Land Registry (Estimated)	£15.00
Our administration fee for transfer of monies (Inc. VAT)	£42.00
Total estimated	£1017.00

These fees are quoted on the basis of the amount of work we anticipate would be involved in the transactions. If there are any difficulties, which involve additional work, over and above the normal transaction then we would discuss the fees with you. Should either transaction prove abortive then fees would be charged on the basis of the amount of work carried out.

VAT is calculated at the current rate but will of course change if the rate is altered.

A brief summary of the work we shall be carrying out for you will be as follows:-

- Take your instructions and give initial advice
- Contacting the Buyer's solicitors to confirm they are instructed
- Contacting managing agents/landlord for their fees for leasehold pack
- Requesting funds from you for leasehold packs
- Sending monies to obtain leasehold packs
- Preparing and submitting draft contract and accompanying papers
- Dealing with all enquiries raised
- Engrossing contract once agreed
- Arranging for you to sign
- Agree completion date
- Obtain authority to exchange
- Exchange contracts and notify you that this has happened
- Preparing bill and completion statement and obtaining redemption figure (if you have an outstanding mortgage)
- Complete sale
- Redeeming mortgage
- Remitting net sale proceeds to you (after deduction of our costs and any estate agent commission)