

## **Sale of a Leasehold Property**

Our fees cover all of the work required to complete the sale of your home, including preparing a contract pack relating to the title to the property and sending this to the purchaser's solicitor. If you are selling a flat our service includes obtaining an LPE1 from the management company and sending this to the purchaser's solicitor. Your purchaser will then raise enquiries on title which we are legally obliged to answer. We will write to you with detailed reports as the matter progresses.

If everything is in order, we will be in a position to exchange contracts with the purchaser's solicitors, after which both you and the purchaser will be bound to proceed to complete the sale and purchase. The timing of exchange will also depend on when the purchaser is in a position to do so. When we exchange contracts, we shall agree a mutually convenient date for completion.

If at any time you have any queries or wish to discuss things in more detail, you can contact us to discuss this.

### **Our fees for the sale of a Leasehold HOUSE, depending on sale price of property;**

<b>Sale Price</b>	<b>Our fee</b>	<b>+ VAT</b>	<b>= Total</b>
£0 - £100,000	£530.00	+ £106.00 VAT	<b>£636.00</b>
£100,001 - £150,000	£580.00	+ £116.00 VAT	<b>£696.00</b>
£150,001 - £200,000	£605.00	+ £121.00 VAT	<b>£726.00</b>
£200,001 - £250,000	£655.00	+ £131.00 VAT	<b>£786.00</b>
£250,001 - £300,000	£705.00	+ £141.00 VAT	<b>£846.00</b>
£300,001 - £350,000	£755.00	+ £151.00 VAT	<b>£906.00</b>
£350,001 - £400,000	£805.00	+ £161.00 VAT	<b>£966.00</b>
£400,001 - £450,000	£880.00	+ £176.00 VAT	<b>£1056.00</b>

£450,001 - £500,000                      £930.00 + £186.00 VAT      **£1116.00**

Over £500,000                              Please contact us to discuss so we can quote a price  
depending on complexity, location, timescale etc

**Our fees for the sale of a Leasehold FLAT, depending on sale price of property;**

<b>Sale Price</b>	<b>Our fee</b>	<b>+ VAT</b>	<b>= Total</b>
£0 - £100,000	£575.00	+ £115.00 VAT	<b>£690.00</b>
£100,001 - £150,000	£625.00	+ £125.00 VAT	<b>£750.00</b>
£150,001 - £200,000	£650.00	+ £130.00 VAT	<b>£780.00</b>
£200,001 - £250,000	£700.00	+ £140.00 VAT	<b>£840.00</b>
£250,001 - £300,000	£750.00	+ £150.00 VAT	<b>£900.00</b>
£300,001 - £350,000	£800.00	+ £160.00 VAT	<b>£960.00</b>
£350,001 - £400,000	£850.00	+ £170.00 VAT	<b>£1020.00</b>
£400,001 - £450,000	£925.00	+ £185.00 VAT	<b>£1110.00</b>
£450,001 - £500,000	£975.00	+ £195.00 VAT	<b>£1170.00</b>
Over £500,000	Please contact us to discuss so we can quote a price depending on complexity, location, timescale etc		

Referral fee (if any) - Amount of referral fee paid, if applicable £75 + VAT. The recipient of a referral fee may be, for example, an Estate Agent, or other introducer. This does not apply to all clients.

### **Supplemental Sale Charges**

Please check below for any supplemental charges that apply to your Sale;

#### **SUPPLEMENTAL SALE CHARGES**

<b>1</b>	<b>If sale does not proceed</b>	
	Charge will be dependent upon stage reached	<b>Dependent upon work undertaken</b>
<b>2</b>	<b>Dealing with request for access to property on exchange, obtaining key undertaking</b>	<b>£50.00 plus VAT</b>
<b>3</b>	<b>Dealing with discharge of second or subsequent mortgages and/or debts</b>	<b>£50.00 plus VAT (per creditor)</b>
<b>4</b>	<b>Dealing with removal/cancellation of a caution or notice</b>	<b>£60.00 plus VAT</b>
<b>5</b>	<b>Obtaining copies of planning permission/building regulation or other consents (a fee will also be charged by the local authority)</b>	<b>£40.00 plus VAT</b>

<b>6</b>	<b>Obtaining a standard indemnity policy</b>	<b>£60.00 plus VAT</b>
	<b>Obtaining a non-standard indemnity policy</b>	<b>£95.00 + VAT</b>
<b>7</b>	<b>Expedited Completion</b>	
	Within 8-14 days of exchange	<b>£50.00 plus VAT</b>
	Within 7 days of exchange	<b>£75.00 plus VAT</b>
<b>8</b>	<b>Leasehold Property</b>	
	If the property is a flat	<b>Included in our charges</b>
	If the property is a house	<b>Included in our charges</b>

	Shared Ownership	£150.00 plus VAT
9	If we are served with a Notice to Complete	£50.00 plus VAT
10	Delayed Completion	£65.00 plus VAT
11	Where the property is subject to a tenancy agreement	£50.00 plus VAT
12	Dealing with the sale of Fixtures and Fittings	£95.00 plus VAT
13	Where the title to the property is unregistered	£75.00 plus VAT
14	Negotiating a reduction in price or repairs allowance	£40.00 - £95.00 plus VAT
15	Where the property is subject to payment of a Chief Rent, Ground Rent or Rent Charge	£45.00 plus VAT
16	Where the sale is part of a title only	£50.00 plus VAT
17	Where the property is subject to an existing Lease	£50.00 plus VAT
18	Property comprises more than one title	£50.00 plus VAT
19	Dealing with lender/solicitors with regard to arrears on a mortgage account	£75 - £125 plus VAT
20	Advising clients who reside at separate addresses/are separately represented	£75 - £125 plus VAT
21	Where the premises are commercial or part commercial	£50 to £125 plus VAT
22	Where the property is sold at auction	£250 plus VAT

23	Where the seller is selling as Personal Representative Attorney or Deputy	£50 to £125 plus VAT
24	Where there is a gifted deposit	£50 to £75 plus VAT
25	Where the seller is a Limited Company	£50 to £125 plus VAT
26	Where a related transaction is being dealt with by different solicitors	£50.00 to £125.00 plus VAT
27	Where we have to deal with a management company to satisfy requirements re service charge, approval of buyer, Deed of Covenant	£50.00 to £125.00 plus VAT
28	Where the property has been subject to a conversion	£50 to £125 plus VAT

### **Disbursements**

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of the disbursements on your behalf to ensure a smoother process. Some examples of common disbursements are shown here but this list is not exhaustive;

- Land Registry fee for copy documents    £3.00 per document
- Land Registry Bankruptcy searches    £2.00 per name
- Bank Transfer Fee (inc £0.60 VAT)    £3.60 (amounts less than £100,000)
- TT fee    £19.20 (amounts greater than £100,000)
- LPE1 Management Pack – fee set by the Management Company usually between £125 – £500 + VAT)

### **Your total fees will be**

Our fees (based on property price) + VAT

+ Supplemental Sale Charges + VAT

+ Disbursements

**= TOTAL**

Please contact us if you have any queries, or wish to obtain or discuss a quote.

Please note that every conveyancing transaction is unique so these figures are intended as a guide and may be subject to increase (e.g. due to additional complexities or delays in the transaction) or reduction (e.g. if you are a previous client).

### **How long will my sale take?**

How long it will take from your offer being accepted until you can move in to your house will depend on a number of factors. The entire process will be 'as quick as the slowest person in the chain'. The average process takes between 3 - 4 months.

For more information, for us to check your quote, or for any queries, please call us on

0151 647 8624 (Birkenhead office) or

0151 638 5457 (Wallasey office) or

Email us at [info@hgsolicitors.co.uk](mailto:info@hgsolicitors.co.uk)