



GUIDE TO SELLING YOUR HOME

Selling your new home - how does it work?

Selling your property can be a stressful time, that's why our step by step guide gives you an insight into the stages involved.

1. Sale agreed

Once you have instructed us and either received the sellers questionnaire, sellers property information form, sellers fixtures and fittings forms and (if you are selling a flat) sellers leasehold information form you should return these to us. We will then send a contract and supporting documents to the solicitor that acts for your buyer. There will then be a short delay as the solicitor acting for your buyer checks the contract and supporting documents we have sent them and undertakes their searches.

2. Enquiries

The buyer's solicitor may raise some enquiries and we may need your assistance in completing these. As soon as you can return these we can reply to the solicitor acting for your buyer and then proceed to exchange contracts.

3. Exchange of contracts

On exchange of contracts a date is agreed which is mutually convenient to you and the buyer to complete. This is the day you move out of the property. When contracts are exchanged you are legally bound to sell and the buyer is legally bound to buy.

4. Completion of the sale – the day you move out

We will pay off all secured mortgages and account to you for any sale proceeds. You may be purchasing another property and if so you'll need to know what is involved in a purchase.

This guide contains information on current legal issues applicable at the time of printing. Note there may have been changes subsequently which have not been incorporated in to the material. This guide is intended for information purposes only and its content should not be applied to any particular set of facts or relied upon without legal or other professional advice. For further information on how we can help you please contact:

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