



COSTING GUIDE

Residential Property

KEY CONTACT



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Example 4: Sale of a leasehold residential property value up to £500,000

Our fees cover all of the work* required to complete the sale of your property, including dealing with any managing agents / landlord / management company regarding the provision of a leasehold sale pack, the repayment of your mortgage(s), and the estate agent's fees where the sale is agreed via an estate agent.

Legal Fees and Disbursements

- » Our legal fees range from £2,000 + VAT;
- » HM Land Registry fees from £35 (dependent on the number of official documents required);
- » Electronic money transfer fee £30 + VAT;
- » Electronic ID verification checks £15 + VAT (per person);
- » VAT payable £409 (currently 20%);
- » We do not pay referral fees.

Estimated total: £2,489

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees or managing agent/landlord/management company fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

Other Leasehold Disbursements*

- » **Leasehold Management Pack** - This is a fee usually payable to management

agents. This pack includes prescribed leasehold information required by lenders and/or solicitors acting on their behalf and/or on behalf of a buyer. The fee is set by the management agents and can range between £150 - £450.

- » **Notice of Charge fee (if the property is to be mortgaged)** - This fee is usually set out in the lease. Often the fee is between £50 and £125.
- » **Certificate of Compliance fee** - To be confirmed upon receipt of the lease and the leasehold sale pack from the management agents acting for the landlord and / or the management company and can range between £100 - £175.

You should also be aware that ground rent and service charges are likely to apply throughout your ownership of the property and may need to be paid up if you are in arrears.

*These fees vary from property to property and can on occasion be more than the ranges given above. We can give you an accurate figure once we have sight of your specific documents. Please call us for further information.

Capital Gains Tax

UK residents who make a profit (gain) on selling their main residence which throughout their ownership was their main residence, should not have to pay Capital Gains Tax (CGT) on the gain. If there is a sale of a second home, investment property or a house or piece of land that has been inherited, then CGT may be payable on the transaction. If there is a taxable gain then this needs to be paid and reported to HMRC within 60 days of the transaction being completed.

Non-residents may also need to pay CGT if there is a taxable gain. Non-residents need to report the disposal of land and property to HMRC even if there is no CGT to pay.

More information about CGT is given in the link [here](#).

How Long Will My Leasehold Property Sale Take?

How long it will take from accepting an offer from a buyer until you are required to move out will depend on a number of factors. The average process takes between twelve to fifteen weeks from sending out contract papers. It can be quicker or slower, depending on the parties in the chain (particularly if there are a mixture of freehold and leasehold properties, mortgages and surveys).

Please be aware that external factors such as Christmas and bank holidays, government pandemic restrictions and stamp duty holidays are known to slow things down but are beyond our control.

Stages of the Process

The precise stages involved in the sale of a residential property vary according to the circumstances. However, some key stages include:

- » Taking your instructions and giving you initial advice;
- » Requesting your completion of the Law Society Protocol forms that will form part of the contract pack;
- » Ordering official copies of the title documents for the property from the Land Registry;
- » Requesting an up to date redemption statement from your lender where there is a charge registered against the property;
- » Preparing and submitting the contract pack to the buyer's solicitors;

- » Carrying out further searches;
- » Obtaining further planning documentation if required;
- » Making any necessary enquiries of third parties;
- » Giving you advice on all documents and information received;
- » Sending the final contract to you for signature;
- » Agreeing a completion date (date from which you will be required to move out of the property);
- » Exchanging contracts and notifying you that this has happened;
- » Completing the sale;
- » Dealing with repayment of any mortgage(s) registered against the property;
- » Dealing with payment of any estate agents fees on completion.

* These fees vary from property to property and can on occasion be more than the ranges given above. We can give you an accurate figure once we have sight of your specific documents. Please call us for further information.

Our Estimated Fee Assumes That:

- » 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;
- » The transaction is concluded in a timely manner and no unforeseen complications arise;
- » All parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation;
- » No indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

Below is a list of things that may increase the estimated cost and the length of time taken to complete your transaction:

- » Value of the property;
- » First registration of title;
- » Whether there is more than one mortgage to repay;
- » Whether the sale is linked to any other transaction;
- » Multiple owners;
- » Shared ownership scheme;
- » Repaying a help to buy scheme equity loan;
- » Sale at auction;
- » Building Safety Act considerations.

Note: This list is not intended to be exhaustive. The important point is that the information you provide may affect the estimate you receive. Please call us to discuss the specifics so that we can give you a more accurate guide.

Who Will be Dealing with your Conveyancing Matter?

We are very proud to be accredited with the [Law Society's Conveyancing Quality Scheme](#). Our Residential Property Team consistently deliver exceptional service to our clients on all residential conveyancing matters.

There are a number of members in our Residential Property Team who may work on your matter. Regardless of who works on your matter, they will be supervised by Mario Panayiotou (Partner) and Karen Chui (Legal Director) in our Residential Property Team.

- » Mario Panayiotou, Partner
- » Karen Chui, Legal Director
- » Mahza Pari, Principal Associate
- » Kirstie Philpott, Principal Associate
- » Emily Pearce, Senior Associate
- » Sara Dobson, Senior Associate
- » Katharine Graham, Associate
- » Natasha Allen, Associate Legal Executive
- » Dawn Goldie, Senior Conveyancing Executive
- » Kim Flack, Conveyancing Technician
- » Kelly Devlin, Conveyancing Technician
- » Rachel Bettles, CILEX Paralegal
- » Chelsea Dowling, Paralegal
- » Hayley Moy, Paralegal
- » Jeanette Thomson, Secretarial Co-ordinator
- » Olivia Goodyear, Legal Apprentice