

Costs and Service Information

Residential conveyancing

Prices

Please note that there will be two elements to the prices as set out below:

1. Fees charged by Prosperity Law LLP; and
2. Fees payable to **third parties**.

Please ensure that you consider both parts of the price information.

SALE OF A RESIDENTIAL PROPERTY

Legal fees charged by Prosperity Law LLP

The legal fees set out below are charged on the basis of fixed fees.

| LEASEHOLD (HOUSE) | | | |
|-------------------------------|---|----------------------|-----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,999.99 | £ 795.00 - £845.00 | £159.00 - £169.00 | £954.00 - £1,014.00 |
| £150,000.00 - £249,999.99 | £ 845.00 - £900.00 | £169.00 - £180.00 | £1,014.00 - £1,080.00 |
| £250,000.00 - £349,999.99 | £ 895.00 - £945.00 | £179.00 - £189.00 | £1,074.00 - £1,134.00 |
| £350,000.00 - £449,999.99 | £ 900.00 - £1,045.00 | £180.00 - £209.00 | £1,080.00 - £1,254.00 |
| £450,000.00 - £549,999.99 | £ 945.00 - £1,095.00 | £189.00 - £219.00 | £1,134.00 - £1,314.00 |
| £550,000.00 - £749,999.99 | £ 945.00 - £1,095.00 | £189.00 - £219.00 | £1,134.00 - £1,314.00 |
| £750,000.00 - £999,999.99 | £1,350.00 | £270.00 | £1,620.00 |
| £1,000,000.00 - £1,499,999.99 | £1,850.00 | £370.00 | £2,220.00 |
| £1,500,00.00 + | 0.15% of sale price (+£150) plus VAT at 20% | | |

| FREEHOLD | | | |
|-------------------------------|-------------------------------------|----------------------|-----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,999.99 | £ 795.00 - £845.00 | £159.00 - £169.00 | £954.00 - £1,014.00 |
| £150,000.00 - £249,999.99 | £ 845.00 - £900.00 | £169.00 - £180.00 | £1,014.00 - £1,080.00 |
| £250,000.00 - £349,999.99 | £ 895.00 - £945.00 | £179.00 - £189.00 | £1,074.00 - £1,134.00 |
| £350,000.00 - £449,999.99 | £ 900.00 - £1,045.00 | £180.00 - £209.00 | £1,080.00 - £1,254.00 |
| £450,000.00 - £549,999.99 | £ 945.00 - £1,095.00 | £189.00 - £219.00 | £1,134.00 - £1,314.00 |
| £550,000.00 - £749,999.99 | £ 945.00 - £1,095.00 | £189.00 - £219.00 | £1,134.00 - £1,314.00 |
| £750,000.00 - £999,999.99 | £1,350.00 | £270.00 | £1,620.00 |
| £1,000,000.00 - £1,499,999.99 | £1,850.00 | £370.00 | £2,220.00 |
| £1,500,00.00 + | 0.15% of sale price plus VAT at 20% | | |

| LEASEHOLD (FLAT) | | | |
|-----------------------------|---|-----------------------------|----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,99.99 | £1335.00 - £1385.00 | £267.00 - £277.00 | £1602.00 - £1,662.00 |
| £150,000.00 - £249,999.99 | £1385.00 - £1440.00 | £277.00 - £288.00 | £1662.00 - £1,728.00 |
| £250,000.00 - £349,999.99 | £1435.00 - £1485.00 | £287.00 - £297.00 | £1722.00 - £1,782.00 |
| £350,000.00 - £449,999.99 | £1440.00 - £1585.00 | £288.00 - £317.00 | £1728.00 - £1,902.00 |
| £450,000.00 - £549,999.99 | £1485.00 - £1635.00 | £297.00 - £327.00 | £1782.00 - £1,962.00 |
| £550,000.00 - £749,999.99 | £1485.00 - £1635.00 | £297.00 - £327.00 | £1782.00 - £1,962.00 |
| £750,000.00 - £999,999.99 | £1,695.00 | £339.00 | £2,034.00 |
| £1000,000.00 - £1499,999.99 | £2,195.00 | £439.00 | £2,634.00 |
| £1,500,00.00 + | 0.15% of sale price (+£345) plus VAT at 20% | | |

Additional fees charged by Prosperity Law LLP (as and if charged)

Additional fees (every conveyancing matter is slightly different and can often include work outside of a straight forward freehold or lease hold sale/purchase. Our estimate of costs is provided on the basis of all information provided by you or a third party. If we were not made aware of the requirement for additional work before sending our estimate of costs the following are an example of some of the more common additional fees that we may charge)

| Chargeable Service | Fee | VAT (charged at 20%) | Total |
|--|----------|-------------------------|----------|
| Bank Transfer Fee (per Transfer) | £ 39.00 | £ 7.80 | £ 46.80 |
| Procuring Land Registry Documents | £ 49.00 | £ 9.80 | £ 58.80 |
| Mortgage Fee (per mortgage redemption) | £ 150.00 | £ 30.00 | £ 180.00 |
| Help to Buy (redemption of Help to Buy equity loan) | £ 295.00 | £ 59.00 | £ 354.00 |
| Electronic ID Fee | £ 27.50 | £ 5.50 | £ 33.00 |
| Building Safety Act 2023 - Flats in buildings more than 11m high | £ 495.00 | £ 99.00 | £ 594.00 |
| Acting on behalf of a Limited Company | £ 150.00 | £ 30.00 | £ 180.00 |

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £75.00 plus VAT (charged at 20%) for each policy.

Referral fee (if any): Clients can be referred to us by a referrer. In those circumstances we may agree to pay a referral fee. A typical referral fee is in the region of £200 plus VAT (charged at 20%). However, this may vary depending on the source of the instruction.

Fees payable to third parties ('disbursements')

| Description of Disbursement | Fee | VAT (charged at 20%) | Total |
|---|--|-------------------------|-------------------|
| Land Registry Official Copies | Incorporated in fee above - Procuring Land Registry Documents (including 3 per document) | | |
| Case Software and Storage Fee | £30.70 | £6.14 | £36.84 |
| Sale pack from management company/ Landlord | This typically ranges from £100.00 to £600.00 | £20.00 to £120.00 | £120.00 to 720.00 |

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £75.00 plus VAT (charged at 20%) for each policy.

Work included and key stages

The precise work and stages involved in the sale of a residential property vary according to the circumstances. However, we have set out the key stages involved in a typical sale transaction:

- Take your instructions and give you initial advice.
- Check the title of the property you are selling.
- Prepare documents, the contract of sale and deeds relating to your sale.
- Dealing with questions and enquiries raised by your buyer(s)' solicitors.
- Reporting and providing information to you relating to the property you are selling.
- Exchanging contracts following any necessary negotiations on the terms.
- Approving the transfer deed from the buyer(s)' solicitors.
- Completing your sale and accounting to you for the proceeds or receiving from you any monies required to complete the sale.
- Dealing with all post-completion matters, particularly repaying any outstanding mortgages or loans.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.
- Advice on any search result findings that identify contaminated land, fracking sites, or other environmental issues.
- Advice on tax or other accounting matters.

Approximate/ average timescales

How long it will take from the date you instruct your solicitor until the sale is completed, will depend on a number of factors. However, the average process in the UK takes around 22 weeks, our average is 16 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the sale such as the buyer's solicitors, the solicitors representing other buyers and sellers in the chain, your buyer's bank if they are taking out a mortgage, search providers and the relevant local authority to conduct your buyer's local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If there is a defect in the property title which requires remedying prior to completion.
- If we are required to discharge more than one mortgage or loan on the property.
- If we are required to obtain retrospective approval to any alterations to a property or obtain an insurance indemnity policy in relation to any problem concerning the transaction.
- If a chief rent or ground rent is payable and you do not provide an up to date rent receipt.

PURCHASE OF A RESIDENTIAL PROPERTY

Legal fees charged by Prosperity Law LLP

The legal fees set out below are charged on the basis of fixed fees.

| LEASEHOLD (HOUSE) | | | |
|-----------------------------|---|----------------------|-----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,99.99 | £ 845.00 - £945.00 | £169.00 - £189.00 | £1014.00 - £1,134.00 |
| £150,000.00 - £249,999.99 | £ 895.00 - £1,045.00 | £179.00 - £209.00 | £1074.00 - £1,254.00 |
| £250,000.00 - £349,999.99 | £ 945.00 - £1,100.00 | £189.00 - £189.00 | £1134.00 - £1,134.00 |
| £350,000.00 - £449,999.99 | £ 995.00 - £1,100.00 | £199.00 - £220.00 | £1,194.00 - £1,320.00 |
| £450,000.00 - £549,999.99 | £ 1095.00 - £1,145.00 | £219.00 - £229.00 | £1,314.00 - £1,374.00 |
| £550,000.00 - £749,999.99 | £ 1100.00 - £1,150.00 | £220.00 - £230.00 | £1,320.00 - £1,380.00 |
| £750,000.00 - £999,999.99 | £1145.00 - £1,400.00 | £229.00 - £280.00 | £1,374.00 - £1,680.00 |
| £1000,000.00 - £1499,999.99 | £1,900.00 | £380.00 | £2,280.00 |
| £1,500,00.00 + | 0.15% of sale price (+£150) plus VAT at 20% | | |

| FREEHOLD | | | |
|-----------------------------|-------------------------------------|----------------------|-----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,99.99 | £ 845.00 - £945.00 | £169.00 - £189.00 | £1014.00 - £1,134.00 |
| £150,000.00 - £249,999.99 | £ 895.00 - £1,045.00 | £179.00 - £209.00 | £1074.00 - £1,254.00 |
| £250,000.00 - £349,999.99 | £ 945.00 - £1,100.00 | £189.00 - £189.00 | £1134.00 - £1,134.00 |
| £350,000.00 - £449,999.99 | £ 995.00 - £1,100.00 | £199.00 - £220.00 | £1,194.00 - £1,320.00 |
| £450,000.00 - £549,999.99 | £ 1,095.00 - £1,145.00 | £219.00 - £229.00 | £1,314.00 - £1,374.00 |
| £550,000.00 - £749,999.99 | £ 1,100.00 - £1,150.00 | £220.00 - £230.00 | £1,320.00 - £1,380.00 |
| £750,000.00 - £999,999.99 | £1,145.00 - £1,400.00 | £229.00 - £280.00 | £1,374.00 - £1,680.00 |
| £1000,000.00 - £1499,999.99 | £1,900.00 | £380.00 | £2,280.00 |
| £1,500,00.00 + | 0.15% of sale price plus VAT at 20% | | |

| LEASEHOLD (FLAT) | | | |
|-----------------------------|---|-----------------------------|-----------------------|
| Property Price Range | Legal Fee | VAT (Charged at 20%) | Total Fee |
| £0.00 - £149,99.99 | £1,385.00 - £1,485.00 | £277.00 - £297.00 | £1,662.00 - £1,782.00 |
| £150,000.00 - £249,999.99 | £1,435.00 - £1,585.00 | £287.00 - £317.00 | £1,722.00 - £1,902.00 |
| £250,000.00 - £349,999.99 | £1,485.00 - £1,640.00 | £297.00 - £328.00 | £1,782.00 - £1,968.00 |
| £350,000.00 - £449,999.99 | £1,535.00 - £1,640.00 | £307.00 - £328.00 | £1,842.00 - £1,968.00 |
| £450,000.00 - £549,999.99 | £1,635.00 - £1,685.00 | £327.00 - £337.00 | £1,962.00 - £2,022.00 |
| £550,000.00 - £749,999.99 | £1,640.00 - £1,690.00 | £328.00 - £338.00 | £1,968.00 - £2,028.00 |
| £750,000.00 - £999,999.99 | £1,685.00 - £1,940.00 | £337.00 - £388.00 | £2,022.00 - £2,328.00 |
| £1000,000.00 - £1499,999.99 | £2,440.00 | £448.00 | £2,688.00 |
| £1,500,00.00 + | 0.15% of sale price (+£345) plus VAT at 20% | | |

Additional fees charged by Prosperity Law LLP (as and if charged)

Additional fees (every conveyancing matter is slightly different and can often include work outside of a straight forward freehold or lease sale/purchase. Our estimate of costs is provided on the basis of all information provided by you or a third party. If we were not made aware of requirement for additional work before sending our estimate of costs the following are an example of some of the more common additional fees we may charge)

| Chargeable Service | Fee | VAT (charged at 20%) | Total |
|--|----------|-------------------------|----------|
| Fee for submitting SDLT/LTT form | £ 95.00 | £ 19.00 | £ 114.00 |
| Bank Transfer Fee (per Transfer) | £ 39.00 | £ 7.80 | £ 46.80 |
| Final Land Registry Searches (including Land Registry Fees of no more than 2 per bankruptcy name search & 3 per title priority searches) | £ 49.00 | £ 9.80 | £ 58.80 |
| Mortgage Fee (per mortgage) | £ 150.00 | £ 30.00 | £ 180.00 |
| Help to Buy Fee (ISA or LISA) | £ 50.00 | £ 10.00 | £ 60.00 |
| Electronic ID & Source of Funds Check Fee | £ 53.90 | £ 10.78 | £ 64.68 |
| Building Safety Act 2023 - Flats in buildings more than 11m high | £ 495.00 | £ 99.00 | £ 594.00 |
| Dealing with gifted deposit (fee per gift) | £ 145.00 | £ 29.00 | £ 174.00 |
| Dealing with Right to Buy | £ 50.00 | £ 10.00 | £ 60.00 |
| Dealing with Buy to Let (Mortgage) | £ 175.00 | £ 35.00 | £ 210.00 |
| Dealing with New Build/Conversion | £ 495.00 | £ 99.00 | £ 594.00 |
| Acting on behalf of a Limited Company | £ 195.00 | £ 39.00 | £ 234.00 |

If a deed of covenant is required the fee would depend on the fee charged by the management company. Our fees for reviewing/dealing with the deed would be £245 plus VAT (charged at 20%).

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £75.00 plus VAT (charged at 20%) for each policy.

Referral fee (if any): Clients can be referred to us by a referrer. In those circumstances we may agree to pay a referral fee. A typical referral fee is in the region of £200 plus VAT (charged at 20%). However, this may vary depending on the source of the instruction.

Fees payable to third parties ('disbursements')

| Description of disbursement | Fee | VAT (charged at 20%) | Total |
|--|---|-------------------------|------------------|
| Bankruptcy Search | Bankruptcy, Pre-completion registered land search and Land Charges search Incorporated in the fee above. | | |
| Searches * | In the region of £240.00 | £48.00 | £288.00 |
| Case Software and Storage Fee | £36.60 | £7.32 | £43.92 |
| Stamp Duty Land Tax | Dependent on property value and type of buyer you are. Please visit https://www.stampdutycalculator.org.uk/ to calculate your fee. ** | | |
| Land Registry fee | Dependent on property value and property type. Please visit https://www.gov.uk/guidance/hm-land-registry-registration-services-fees to calculate your fee. ** | | |
| Leasehold purchases only: | | | |
| Notice of Assignment fee to freeholder and/or managing agent *** | This typically ranges from £25.00 to £300.00 | £5.00 - £60.00 | £30.00 - £360.00 |

If a deed of covenant is required the fee would depend on the fee charged by the management company. Our fees for reviewing/dealing with the deed would be £245 plus VAT (charged at 20%).

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £75.00 plus VAT (charged at 20%) for each policy.

* The number and nature of searches that you will require may vary depending on the property and/or any mortgage lender.

** We will be able to confirm your exact fee once we have specific information about your purchase.

*** These fees vary from property to property and can sometimes be significantly more than the ranges given. We can give you a more accurate figure once we have sight of your specific documents. You should also be aware that ground rent and service charges are likely to apply throughout your ownership of the property.

Work included and key stages

The precise work and stages involved in the purchase of a residential property vary according to the circumstances. However, we have set out the key stages involved in a typical purchase transaction:

- Take your instructions and give you initial advice.
- Check finances are in place to fund the purchase and contact the lender's solicitors if needed.
- Receive and advise on contract documents.
- Carry out searches.
- Make any necessary enquiries of seller's solicitor.
- Give you advice on all documents and information received.
- Go through the conditions of mortgage offer with you.
- Check the title of the property and prepare the document to transfer ownership to you.
- Send the final contract to you for signature and ask you to pay the agreed deposit to us so that contracts can be exchanged.
- Agree a completion date (date from which you own the property).
- Exchange contracts and notify you that this has happened.
- Arrange for all monies needed to be received from the lender (if applicable) and you.
- Complete purchase.
- Deal with payment of Stamp Duty Land Tax.
- Deal with application for registration at Land Registry.
- Notify you and your lender (if applicable) of registration once confirmed.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- Advice on the suitability of your mortgage or any other financial arrangements.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.
- Advice on any search result findings that identify contaminated land, fracking sites, or other environmental issues.
- Advice on tax (other than SDLT) or other accounting matters.

Approximate/ average timescales

How long it will take from instructing your solicitor until you can move into your house will depend on a number of factors. However, the average process in the UK takes around 22 weeks, our average is 16 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the purchase such as the seller's solicitors, the solicitors representing other buyers and sellers in the chain, your bank if you are taking out a mortgage, search providers and the relevant local authority to conduct your local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If your lender makes detailed instructions requiring us to deal with matters other than those relating to the title to the property.
- If your lender instructs another conveyancer to act for them.
- If the lender requires anything other than a simple certificate of title (a simple certificate of title is standard with most lenders) in order to send the mortgage funds to our firm.
- If a trust document is required.
- If there is a defect in the property title which requires remedying prior to completion.
- If the transaction requires a new lease to be granted rather than an assignment of an existing lease.

REMORTGAGE OF A RESIDENTIAL PROPERTY

Legal fees charged by Prosperity Law LLP

The legal fees set out below are charged on the basis of fixed fees.

| Property price range | | Freehold | | | Leasehold | | |
|----------------------|----------------|------------|----------------------------|------------|------------|----------------------------|------------|
| | | Legal Fee | VAT (charged at 20%) | Total | Legal Fee | VAT (charged at 20%) | Total |
| £ - | £ 250,000.00 | £ 500.00 | £ 100.00 | £ 600.00 | £ 600.00 | £ 120.00 | £ 720.00 |
| £ 250,000.00 | £ 500,000.00 | £ 600.00 | £ 120.00 | £ 720.00 | £ 700.00 | £ 140.00 | £ 840.00 |
| £ 500,000.00 | £ 1,000,000.00 | £ 750.00 | £ 150.00 | £ 900.00 | £ 850.00 | £ 170.00 | £ 1,020.00 |
| £ 1,000,000.00 | £ 3,000,000.00 | £ 1,000.00 | £ 200.00 | £ 1,200.00 | £ 1,250.00 | £ 250.00 | £ 1,500.00 |
| £ 3,000,000.00 | or more | £ 2,000.00 | £ 400.00 | £ 2,400.00 | £ 2,500.00 | £ 500.00 | £ 3,000.00 |

Additional fees charged by Prosperity Law LLP (as and if charged)

Additional fees (every conveyancing/remortgage matter is slightly different and can often include work outside of a straight forward freehold or lease hold remortgage. Our estimate of costs is provided on the basis of all information provided by you or a third party. If we were not made aware of the requirement for additional work before sending our estimate of costs the following are an example of some of the more comment additional fees that we may charge).

| Chargeable Service | Fee | VAT (charged at 20%) | Total |
|--|----------|----------------------------|----------|
| Bank Transfer Fee (per Transfer) | £ 39.00 | £ 7.80 | £ 46.80 |
| Final Land Registry Searches (including Land Registry Fees of no more than 2 per bankruptcy name search & 3 per title priority searches) | £ 49.00 | £ 9.80 | £ 58.80 |
| Electronic ID Fee | £ 27.50 | £ 5.50 | £ 33.00 |
| Procuring Land Registry Documents (including 3 per document) | £ 49.00 | £ 9.80 | £ 58.80 |
| Building Safety Act 2023 - Flats in buildings more than 11m high | £ 495.00 | £ 99.00 | £ 594.00 |

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £60.00 plus VAT (charged at 20%) for each policy.

Referral fee (if any): Clients can be referred to us by a referrer. In those circumstances we may agree to pay a referral fee. A typical referral fee is in the region of £200 plus VAT (charged at 20%). However, this may vary depending on the source of the instruction.

Fees payable to third parties ('disbursements')

| Description of disbursement | Fee | VAT (charged at 20%) | Total fee |
|--|---|----------------------|-----------|
| Search fees (if required by your lender) * | In the region of £240.00 | £48.00 | £288.00 |
| Case Software and Storage Fee | £24.90 | £4.98 | £29.88 |
| Land Registry Fee ** | Dependent on property value and property type. Please visit https://www.gov.uk/guidance/hm-land-registry-registration-services-fees to calculate your fee. ** | | |

Indemnity Policies – If indemnity policies are required the cost can range from £20.00 to £500.00 inclusive of IPT at 12.5% per policy. There is a fee to approve/review the policy of £75.00 plus VAT (charged at 20%) for each policy.

* The number and nature of searches that you will require may vary depending on the property and/or any mortgage lender.

** We will be able to confirm your exact fee once we have specific information about your mortgage/remortgage.

Work included and key stages

The precise work and stages involved in the mortgage or remortgage of a residential property vary according to the circumstances. However, we have set out the key stages involved in a typical mortgage/ remortgage transaction:

- Take your instructions and give you initial advice.
- Obtaining your title deeds.
- Checking the title of your property.
- Carrying out a Local Authority search if required by your lender.
- Acting on your mortgage lender's instructions.
- Explaining the terms of your mortgage to you.
- Preparing the mortgage and other documents and obtaining your signature to them where appropriate.

- Reporting to the mortgage company and obtaining the mortgage advance.
- Completing the remortgage. This is the date when the old mortgage will be repaid and the new mortgage will commence.
- Registering the transaction with the Land Registry.
- Forwarding the title documents to the mortgage company and accounting to you for any money held on your behalf.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- Advice on the suitability of your mortgage or any other financial arrangements.
- A physical inspection of the property.
- Advice on any search result findings that identify contaminated land, fracking sites, or other environmental issues.
- Advice on tax (other than SDLT) or other accounting matters.

Approximate/ average timescales

The length of time that it will take to complete your mortgage or remortgage will depend on a number of factors. However, the average process takes around 4 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the mortgage or remortgage such as your lender, search providers and the relevant local authority to conduct your local search if required.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If your lender makes detailed instructions requiring us to deal with matters other than those relating to the title to the property.
- If your lender instructs another conveyancer to act for them.
- If the lender requires anything other than a simple certificate of title (a simple certificate of title is standard with most lenders) in order to send the mortgage funds to our firm.
- If a trust document is required.
- If there is a defect in the property title which requires remedying prior to completion.

Qualifications and experience of our team

Our residential conveyancing team includes:

| Name | Position | Experience |
|----------------------|--|------------------------------------|
| Warren Kaye | Solicitor & Head of Residential Property | Click Here to View |
| Gill Bebbington | Senior Conveyancing Executive | Click Here to View |
| Leeanne Murphy | Conveyancing Assistant | Click Here to View |
| Rachel Leong | Conveyancing Assistant | Click Here to View |
| Anna McCraw | Conveyancing Assistant | Click Here to View |
| Hayley Philpotts | Post-Completion Assistant (Liverpool Office) | Click Here to View |
| Jayne Marshall | Post Completion Manager | Click Here to View |
| Jack Woulfe | Solicitor | Click Here to View |
| Minaa Hassen | Conveyancing Executive | Click Here to View |
| Shauna Grimmett | Conveyancing Assistant | Click Here to View |
| Natalie Swift | Conveyancing Executive | Click Here to View |
| Francesca Horchner | Conveyancing Executive | Click Here to View |
| Amelia Sokolowska | Conveyancing Executive | Click Here to View |
| Melissa Campbell | Conveyancing Executive | Click Here to View |
| Georgina Gwinn | Conveyancing Assistant | Click Here to View |
| Jessica Morgan-Evans | Conveyancing Executive | Click Here to View |

Regardless of who works on your matter, they will be supervised Warren Kaye, Solicitor & Head of Residential Property.

Important Information

During the course of the transaction, unavoidable, additional disbursements may be incurred and they will be payable by you. We will advise you of any such costs over the value of £50.00. Usual disbursements include, but are not limited to, additional documents required to be ordered from Land Registry, Land Registry Searches, additional searches such as coal, or the use of electronic signatures.

In relation to leasehold properties and properties with managed areas, you are likely to incur additional costs outside of this estimate of costs, payable to a managing agent and/or landlord. These costs are not set by us and are payable directly to the company. You may be required to order a leasehold pack on a sale. If you are purchasing a leasehold property or property with managed areas you should also bear in mind that the management company and/or landlord may charge you a fee for registering your ownership with them, along with other fees in order to comply with any lease or transfer. We are often not made aware of these fees until quite far into the transaction and will include them in your property report if applicable.

Every conveyancing matter is slightly different and can often include work outside of a straight forward freehold sale or purchase. This estimate of costs is provided to you on the basis of all information you or a third party have given to us. If we were not made aware of something before sending the estimate of costs the following additional fees may be charged, these additional fees will be subject to VAT:

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| Additional Titles to the land (each) | £145 |
| Auction- Approval of contract package with less than 5 days before auction | £500 |
| Auction- Approval of contract package with more than 5 days before auction | £350 |
| Auction- Auction fee for dealing with property in Auction | £295 |
| Building Act 2022 – Dealing with flats in buildings over 11m high | £495 |
| Buy to Let- Administration Fee For Compliance With A Lenders Requirements In Relation To A Buy To Let Mortgage | £195 |
| Buy/Sale to Let- Tenant in Situ | £295 |
| Company Fee (Acting for Ltd Company) | £195 |
| Completing and filing Inland Revenue SDLT1 Form (On Shared Ownership transactions where staircasing is involved) | £195 |
| Contract races, sale or purchase | £495 |
| Dealing with Freehold Management Company | £295 |
| Dealing with matrimonial or third party lawyers | £300 |
| Declaration of trust (up to and including one tranche as first priority and the remainder split) | £395 |
| Deed of covenant / License to assign | £245 |
| Deed of grant of easement or variation of rights | £950 |
| Deed of postponement | £350 |
| Expedition fee- Where completion is required within 5 working days of exchange | £350 |
| Freehold with rent charge | £195 |
| Freeholds - Purchase of share of freehold | £395 |
| Gifted deposit (per gift) | £145 |
| Help to Buy equity loan - Redemption | £295 |
| Help to Buy ISA/LISA – per account | £50 |
| Indemnity Insurance, Arranging/Approving – per policy | £90 |
| Lease extension or Deed of Variation (Approval) | From £495 |
| Lease extension or Deed of Variation (Creation) | From £750 |
| Leasehold Flat transaction Surcharge | £345 |
| Leasehold House transaction surcharge (when there is no management company) | £150 |

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| Merging Titles | £395 |
| Mortgage Fee (per mortgage) | £150 |
| Mortgage Lenders – Portfolio, Commercial or Sub-prime lenders | £750 |
| Mortgage Lenders – Separate Lender Representation | From £1250 |
| Mortgage Lenders – Short Term Bridging Finance | From £1500 |
| Mortgages - Dealing with second or subsequent mortgages on a purchase and/or Sale | £150 |
| Mortgages – Indirect mortgages, where the borrowers are not the same parties as the Buyers | £195 |
| New build/First transfer property surcharge | £495 |
| Notice of assignment or charge (per notice) | £50 |
| Notices of assignment or reassignment of insurance policies to Life Insurers – Each | £50 |
| Obtaining access between exchange and completion (key undertakings) | £150 |
| Powers of attorney in favour of anyone other than us – Each | £250 |
| Providing a copy of your file | £95 |
| Repossession Fee (sale by lender in possession) | £245 |
| Restrictions – dealing with (per one) | £195 |
| Service charge retentions | £195 |
| Shared Ownership Leases supplement | £495 |
| Solar panel leases | £395 |
| Solar Panels (when owned outright) | £195 |
| Statutory declarations/ Statement of Truth for title remediation or rectification | From £295 |
| Transfer of part | £495 |
| Unregistered title | £300 |