

BUYING & SELLING YOUR HOME - A STEP BY STEP GUIDE

Step 1 Gathering Information

On receipt of your instructions we will send you a welcome pack which will include some questionnaires for you to complete and return.

We will then start to gather the appropriate information including your legal title and general property information.

Step 2 Make your Mortgage Application

Please forward the details of your proposed mortgage lender to us as soon as possible, if you have any queries regarding your proposed mortgage arrangements please don't hesitate to contact us.

Step 3 Searches, Surveys & Contract Preparation

Bakewells will organise for legal searches to be carried out on your property including a local authority search. Your mortgage provider will carry out a basic survey on your property. For your own protection we advise that you take out a further full independent survey.

We will then prepare your sale contract and send it to the buyer's solicitor. The buyers mortgage lenders will then carry out a basic survey on your property.

Step 4 Mortgage Offer

Once your mortgage offer and search results have been received we will contact you to organise signing of the contracts.

Step 5 Signing & Exchange of Contracts

At this stage you will need to come into our offices to sign the contracts. On exchange of contracts it is usual for the buyer to pay the seller's solicitor a deposit usually of between 5-10%.

Once a completion date has been agreed by all parties in the chain we will organise for the contracts to be ex-changed.

You now need to organise insurance on the property you are buying, contact your domestic suppliers to inform them of your move, and arrange for meter readings to be taken.

Step 6 Completion

Your Conveyancer will organise for the funds to be transferred. Once the funds have been transferred, you can collect the keys and move in.

Step7 Planning for the Future

We advise all clients that on purchasing a property you book an appointment to make or update your will.

If you are not purchasing a further property and require advice on investing some or all of the monies from the sale of your property we can refer you to an Independent Financial Advisor. Nelson Dean Associates provide Independent Financial Advice to clients of Bakewells. Their advisors can assist you in all areas of your financial planning. As authorised Independent Financial Advisors they are not limited to their choice of products so you are guaranteed impartial, unbiased advice.