

FREQUENTLY ASKED CONVEYANCING QUESTIONS

When should I get in touch with a solicitor?

To obtain a clear indication of all the steps to be taken and the costs involved you should contact a solicitor as soon as possible - ideally as soon as you have taken the decision to move. This will ultimately speed up the conveyancing process.

On contacting us we can...

- Help you estimate the costs involved
- Guide you through the various stages
- Help you choose an Estate Agent, if you have not already done so
- Obtain your Deeds and prepare documentation to prevent delays
- Recommend an Independent Financial Advisor, to give you independent advice on various mortgage schemes available
- Advise on any particular concerns that you may have

How long will it take?

A straight forward conveyancing transaction usually takes between 6 – 8 weeks. We aim to make the process as quick as possible and keep you updated through every stage of the transaction. We have employed the latest technology to support our service giving you regular updates via the web, email and text messages straight to your mobile!

What costs are involved?

We will be happy to give you an estimate of our costs without obligation. Fill in our on-line form or contact the Conveyancing Team directly on 01332 348 791 for an estimate. Along with our fees we can assist you in estimating the following charges...

- Local Authority Searches
- Surveys
- Stamp Duty
- Land Registry Fees
- Removal Firms
- Estate Agency Fees

What happens once I have found a property I like?

Contact us; on receipt of your instructions we will send you a pack which will include some questionnaires for you to complete and return. The information you give in these forms will be passed to your buyer. Be careful with your answers, incorrect information may give the buyer a right to remedies for misrepresentation.

We will organise for the Local Authority Search to be carried out which will highlight any planned local developments, restrictions of use, public rights of way etc.

You will need to let us know where your Deeds are being stored and provide details of any additional mortgages and loans which may be charged against your property.

What happens at Exchange of Contracts?

Once contracts are exchanged you will become legally bound to buy the property. Until exchange of contracts there is no legal liability on either the buyer or purchaser to proceed. On exchange of contracts it is usual to pay the seller's solicitor a deposit of between 5-10%.

Note: Do not make any firm arrangements based on any prospective completion date until contracts are exchanged.

What happens on Completion?

The date of completion is the date when you must give up possession of the property you are selling. On completion the balance of the sale monies are dealt with and keys are handed over.

What do I do about the services at the property when I move?

It will be necessary for you to organise for any gas, electricity and water meters to be read before completion and for all bills and community / council charges to be settled on the date of completion. It is also helpful to organise for your post to be re-directed via the post office.

When do I need to arrange buildings insurance?

When purchasing a property you need to ensure buildings insurance is in place from the date of exchange of contracts. You should also maintain sufficient building insurance on the property you are selling until completion of sale.

What happens with the keys?

If you are using an Estate Agent, let them have at least one set of keys on or before the completion date. We will authorise the release of the keys to the buyer when the purchase monies have been paid. Any additional sets of keys should be left in the house.

Why should I use Bakewells Property First?

Because our services come with a promise. We promise to...

- Ensure that your sale or purchase process is completed as quickly as possible
- Keep you informed at all stages of your transaction
We have employed the latest technology to support our service giving you regular updates via the web, email and text messages straight to your mobile!
- Explain matters to you in plain English - No Legal Jargon!
- Return all calls Same Day
- Respond to all letters promptly

Because we are the only ISO 9001 accredited law firm in Derby...

Bakewells is the only ISO 9001 accredited law firm in Derby. We are independently assessed twice a year to ensure that we meet the very highest standards of service and client care. We recognise that accreditation forms only a part of an ongoing programme to maintain and improve our services so that we can meet and our clients' changing demands and maintain our position as one of the leading law firms in the Midlands.

Because we provide a proven good quality service...

A high proportion of our work comes from recommendations through our clients; we believe that this is because we provide the high quality of service clients expect. We are also recommended by the national publication Legal 500.

If you have any queries please contact the Bakewells Conveyancing Team on 01332 348 791.

