

Sale Transaction



Confirm your instruction to us together with details of any mortgage over the property and where the deeds to the property are located



Complete property information forms that we send to you and obtain an interim redemption figure from your lender



Preparation of the contract pack to send to the buyers solicitor



Exchange contracts with a fixed completion date



Sign contract paperwork and agree a completion date



Reply to any enquiries raised by the buyers' solicitor



Obtain a final redemption figure from your lender and obtain estate agents account



Prepare completion statement



Complete; redeem mortgage (if any), pay estate agent, deduct our fees and send balance to client