

The Conveyancing Process

A Sale

Case Creation	<ul style="list-style-type: none"> • We receive a memorandum from your Estate Agent and open your file • We send you transaction forms which you must sign, complete and return • You must prepare a 'fixtures & fittings list' (which can be used to sell items to the purchaser) • You must complete a 'Property Information' form, and a questionnaire confirming your personal details • You must pay us money on account of £100 (or £400 for a leasehold sale). This is for us to obtain the property titles (and to obtain the lease from the management company for a leasehold sale). • You must provide identification documents. This is vital and we cannot move forward without them.
Pre-exchange	<ul style="list-style-type: none"> • We request the deeds to the property (leasehold properties require landlord information, which they may charge you for) • We prepare a contract pack which is then sent to the buyer • We will deal with enquiries from the buyer's solicitor • We send the final approved contract to you for your signature.
Exchange	<ul style="list-style-type: none"> • We agree a completion date with you and your buyers, via their solicitor • NB: We do not agree completion dates until the whole chain is ready to exchange • At this stage, the signed contract is legally binding.
Pre-completion	<p>At this stage you should:</p> <ul style="list-style-type: none"> • Book your removal company • Notify your service providers about your move • Arrange for your mail to be redirected • Ensure you have given us a forwarding address.
Completion	<ul style="list-style-type: none"> • This is your moving date, as agreed at exchange • You are required to vacate the property on this date and leave the keys with the Estate Agent • We will arrange for the redemption of any existing mortgage.

The national average length of time for buying a property is 12 weeks from case creation to completion. In most cases in the last year, Frettens' have completed faster than this. In every case, we always endeavour to make the process as quick and efficient as possible.

Real people,
well-rounded advice,
brighter outlooks