



Watsons Solicitors

Residential Conveyancing - Chart for Sellers

Initial Contact

When you get in touch with us we will discuss your requirements and forward to you a client care letter setting out our commitments to you and giving our terms of business.

Instructions

We will receive from the Estate Agent Particulars a Memorandum of Sale providing details of the offer and the Buyer(s) Solicitors contact details.

Contract Package

Where we act for the Seller we will send out a draft Contract and evidence of title immediately upon your instructions. There will be standard forms which give information about the property for you as Seller to complete with any help from us you may need.

Reply to Enquiries

We will reply to enquiries raised by the Buyer(s). These may arise from the information supplied in the pre-Contract package, the results of the Buyer(s) searches or survey.

Exchange of Contracts

When you and the Buyer(s) are ready to proceed Contracts can be exchanged and a completion date set. This is when the agreement becomes binding, a deposit of between 5% and 10% of the purchase price will be paid by the Buyer(s).

Preparation for Completion

The completion date is the date that you move out of the property. You will need to ensure your removal arrangements have been made by the completion date and any alternative accommodation found. A completion statement will be sent to you for your approval showing the movement of funds.

Completion

The day of completion is the day by which you must move out of your property and the funds from the sale are received. The remaining purchase monies will be transferred to our client account and any existing mortgage will be redeemed. Proceeds of sale, less costs and disbursements will be remitted to your account. We will forward to the Buyer(s) Solicitor the Deed transferring ownership of the property and settle the estate agent's account from the sale proceeds.



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