

Pricing Information for Conveyancing & Property Matters

Sandra Murgatroyd is the Principal Solicitor of Murgatroyd Solicitors and will undertake all the legal work in your matter. She qualified as a solicitor in 2000. Sandra is a sole practitioner and her hourly rate is £200.00 (No VAT).

A. Purchase of a Freehold Residential Property

1. Our Legal Fees

Our fees cover all the work required to complete the purchase of your new home, including dealing with registration at the Land Registry and dealing with the payment of Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property you wish to buy is in Wales.

Our Conveyancing Fee is £800.00 (no VAT).

2. Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

The following disbursements for a standard transaction are : -

- Searches comprising of Local, Chancel ,Environmental and Drainage £202.40 plus VAT of £45.80 - total £248.20
- Land Registry Official Search - £3.00 per title
- Bankruptcy Search £2.00 per name (if applying for a mortgage)
- Electronic money transfer fee £18.40 + £4.60 VAT = £23.00

The HMLR fee is based on the value of your property. Please refer to the following table in order to assess how much you may have to pay to register the property in your name after completion with the Land Registry. Please note it does not cover all circumstances. There are some circumstances where an application to register Title needs to be submitted by post to the Land Registry rather than online for example where the property which you wish to purchase is unregistered.

<i>Value</i>	<i>Fee</i>
£0.00 - £80,000.00	£20.00
£80,001.00 - £200,000.00	£40.00
£100,001.00 - £200,000.00	£95.00
£200,000.00 - £500,000.00	£135.00
£500,001.00 - £1,000,000.00	£270.00
£1,000,000.00 and over	£455.00

Please refer to [HMLR website](#) for more detail.

Estimated Disbursements £276.20 plus HMLR fee payable

3. Stamp Duty or Land Tax (on purchase)

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using [HMRC's website](#) or if the property is located in Wales [by using the Welsh Revenue Authority's website](#).

4. Estimated Total Costs

The estimated total costs consist of the legal fees of £800.00 (no VAT), the disbursements of approximately £276.20 plus calculated HMLR fees due and any stamp duty fee payable.

Our fee assumes that:

- a. this is a standard transaction and that no unforeseen matters arise including for example (but not limited to) a defect in title which requires remedying prior to completion or the preparation of additional documents ancillary to the main transaction
- b. this is the assignment of an existing lease and is not the grant of a new lease
- c. the transaction is concluded in a timely manner and no unforeseen complication arise
- d. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation

- e. no indemnity policies are required. Additional disbursements may apply if indemnity policies

If you wish to discuss the estimated costs in details or ask any further questions, please do not hesitate to contact Sandra Murgatroyd on telephone number 01788 535000 or email on sandra.murgatroyd@murgatroydsolicitors.co.uk.

5. How long will my house purchase take?

How long it will take from your offer being accepted until you can move in to your house will depend on several factors. The average process takes between 8-10 weeks.

It can be quicker or slower, depending on the parties in the chain.

6. Stages of the Process

The precise stages involved in the purchase of a residential property vary according to the circumstances. The main key stages include:-

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact Lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Send final Contract to you for signature
- Agree completion date (date from which you own the property)
- Exchange Contracts and notify you that this has happened
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax if required
- Deal with application for registration at Land Registry

B. Sale of a Freehold Property

1. Our Legal Fees

Our fees cover all of the work required to complete the sale of your new home.

Our Conveyancing Fee is £800.00 (no VAT).

2. Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

The following disbursement for a standard transaction : -

- Land Registry Official Copies and Filed Plan - £6.00 per Title for Registered Land
- Other required Land Registry documents - £3.00 per document

3. Estimated Total Costs

The estimated total costs consist of the legal fees of £800.00 (no VAT), the disbursements of £6.00 . We request payment on account of £30 for the Official Copies and Filed Plan and for other required Land Registry documents likely to be requested by the purchasers. Any outstanding balance on your payment on account after completion of sale or the end of your instructions will be returned.

Our fee assumes that:

- a. this is a standard transaction and that no unforeseen matters arise including for example (but not limited to) a defect in title which requires remedying prior to completion or the preparation of additional documents ancillary to the main transaction
- b. this is the assignment of an existing lease and is not the grant of a new lease
- c. the transaction is concluded in a timely manner and no unforeseen complication arise

- d. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- e. no indemnity policies are required. Additional disbursements may apply if indemnity policies

If you wish to discuss the estimated costs in details or ask any further questions, please do not hesitate to contact our Sandra Murgatroyd on telephone number 01788 535000 or email on sandra.murgatroyd@murgatroydsolicitors.co.uk

4. How long will it take to sell my house ?

How long it will take from the offer being accepted until your move to completion of the sale of your house will depend on several factors. The average process takes between 8-10 weeks.

It can be quicker or slower, depending on the parties in the chain.

5. Stages of the Process

The precise stages involved in the sale of a residential property vary according to the circumstances. The main key stages are :-

- Take your instructions and give you initial advice
- Send a Property Information Form and Fittings and Contents Form to you to complete
- Consider the Title Documents
- Draft the Contract
- Prepare and submit to the buyer's solicitors a contract bundle which includes
 - i. Draft Contract ft Contract Pack to buyers
 - ii. Official Copies of the Register and Title Plan
 - iii. Where appropriate an explanation of the seller's title, for example, if the name of the registered proprietor is different from the name of the seller
- Lender's Redemption Figure (if applicable)
- Check replies to enquiries and endeavour to obtain missing documentation
- Consider and approve the draft Transfer document
- Obtain seller's signature to the Contract and the Transfer if agreed

- Confirm the completion date and ensure the seller is aware of the obligation to give vacant possession
- Exchange of Contract - notify all relevant parties that exchange has taken place immediately after exchange
- Obtain a Redemption from your lender - if applicable and arrange for all monies needed to be received from lender
- Complete Sale
- Arrange for all monies needed to be received from lender and you

C. Pricing Information for Transfer of Equity, Severance of Joint Tenancy & Declaration of Trust

<i>Legal Service</i>	<i>Costs – Fixed Fees</i>
Transfer of Ownership	From £350.00 (No VAT)
Severance of Joint Tenancy	£80.00 (No VAT)
Declaration of Trust	From £350.00 (No VAT)