

A STEP BY STEP GUIDE TO BUYING YOUR — NEW HOME —

1

The sales memorandum is issued by the estate agent

4

Receive contract documentation from your seller's Solicitor.

2

We write to all parties, including to you, with a client care letter & forms to request further information.

5

Submit search applications.

7

We will formulate our specific legal enquiries. They are based on the contract papers and will also include any questions you have raised following your report &/or survey results.

3

Return client care, ID & search fees

6

Once searches are received, we will send you a detailed report.

8

Receive a satisfactory mortgage offer from your lender.

9

Once the enquiries have been answered, then we will be in a position to proceed to exchange of contracts.

12

We will exchange contracts based on the completion date.

11

If there is no dependent sale, we can proceed to exchange of contracts at this point.

If you do have a dependent sale, however, we can only exchange contracts on your purchase when your own buyers are ready to exchange contracts on your sale. It is our job to ensure that the contracts are exchanged simultaneously.

10

Send us proof of funds & your deposit if there isn't a dependent sale.

13

We have a number of tasks to complete between exchange & completion.

14

Prepare your completion accounts & ask you for the balance to complete

15

We undertake final searches & also send the Certificate of Title (COT) to your mortgage lender.

18

We will then send the Stamp Duty Land Tax (SDLT) form to the Inland Revenue & pay any SDLT due. We will then undertake the registration process.

16

We will write to you with the form of Transfer and with the Mortgage Deed (if appropriate), so that you can sign these in readiness for completion and return them to us.

19

We will ring you to confirm you have formally completed & can collect the keys from the estate agent.

17

On the day of completion, we will forward the full purchase monies to the seller's Solicitor which includes any mortgage monies you are using.



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We've significant experience of #HelptoBuy, First Buy & Home Buy Direct. HTB best to date as Osborne outlines HTB 2 -

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