

Fixed Fee Work

See table of **Fixed Fees**

To see what work is included within the fixed fee, **see attached**

Breakdown of costs:

1. Legal fees sliding scale – **see attached**
2. VAT @ 20%
3. Disbursements:
 - Land Registry copies of your title: £6 - £20 + VAT
 - Bankruptcy Search fee incl. VAT: £4.80 (per person)
 - Money-Laundering Search fee incl. VAT: £6.00 (per person)
 - Fee for processing a bank transfer: £35 + VAT
 - Postage, telephone calls, photocopying etc.: £30 + VAT
 - Additional fees for leasehold purchases or freehold with management company involvement
 - Obtaining information from Landlord/Management Company or their agent
£150-£450 per pack
Depending on the Landlord/Management Company or their agent's requirements
 - Obtaining a Licence to Assign from the Landlord or their agent - approximately
£350 - £500
Depending on the Landlord of their agent's requirements

Disbursements are costs related to your matter that have to be paid to a third party, such as the search fees, Land Registry fees and Stamp Duty fee. We handle the payment of the disbursements on your behalf to ensure a smoother process. We require the fee of £375 for freehold and £450 for leasehold on account of costs and disbursements up front to commence the legal work on your behalf.

Indicate what work would not be included in the fixed fee if you have not applied a set criteria above:

See attached

Set out the qualification of fee earner. We have a team of qualified lawyers dealing with open market purchases with qualifications ranging from qualified paralegals (F.Inst.Pa), Legal Executives (FCILEx) to Solicitors. They are supported by teams of support staff, but will have overall responsibility for the purchase.

Set out average time scales or ranges:

Commonly a freehold transaction takes 6 – 8 weeks and a leasehold transaction 8 – 12 weeks from receiving the draft Contract to exchange of Contracts

The timescale is however dependent on:

- whether a chain is involved and the length of the chain
- delays in getting search results – some Councils take up to 2 months to provide search results
- problems in obtaining a mortgage offer
- unforeseen problems in the transaction – for example;
 - lack of Planning Permission and/or Building Regulations Approval for the property or work to the property
 - defects revealed by a survey
 - defects in the legal paperwork

Work for which we cannot provide a fixed fee.

- Unregistered transactions



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- Leasehold transactions involving a lease extension
- Assignments of Contracts
- Buy-To-Let transactions

Shared Ownership transactions

- You may be staircasing on completion of the transaction
- You may be required to extend the Lease
- Whether the property is a house or a flat

Once we know the details of your transaction, we can provide you with a detailed fee estimate.



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