

# When you're looking at the big picture, we'll keep our eye on the little details.



Conveyancing

Whether you're buying or selling a property, getting the deal finalised is exciting. Getting the paperwork done is not. That's why you can leave Slater and Gordon to concentrate on the little details, so you can stay focused on the bigger picture.

Conveyancing doesn't have to be complicated. We guide you through the process and keep you updated every step of the way.

## Clear, expert, personal help

Conveyancing can be a daunting process. Here at Slater and Gordon we pride ourselves on making your transaction run as smoothly and as stress free as possible. Whether you're a first time buyer or an established property investor, we can help.

## What you need to know, when you need it

We make simple, clear and open communication a priority at every stage of your transaction. Our friendly conveyancing team are here to answer any questions that you may have.

## Expertise at a great price

We offer low, fixed fee services to provide greater certainty for you. This means there are no extra costs, or charges, regardless of what extra work we do. We deal with all aspects of residential freehold and leasehold conveyancing, including re-mortgaging and transfer of equity.

## When you're ready to begin

Navigating your way through the process of buying or selling property can be tricky and begins well before signing the contract of sale.

We'll work with you to get the job done quickly and efficiently, and ensure that your interests are protected at all times.

We manage your compliance with the contract's terms and conditions and contract time frames.

We attend to communication with the other party.

We liaise with the appropriate bodies to obtain the relevant searches before exchange and ensure correct payment of stamp duty land tax and registration fees after completion.

We check that all the documents you've signed are correct.

We liaise with your mortgage company, broker and estate agent and we deal with completion for you, and provide you with a completion statement at the conclusion of the transaction.

## The Conveyancing Process – Key Steps

- Firstly you need to instruct a conveyancer to act on your behalf whether you are buying or selling. The other party will instruct their own conveyancer.
- The seller's conveyancer draws up a draft contract once the purchase price has been agreed. This gets sent to the buyer's conveyancer with any other relevant documents for approval.
- If you're the buyer your conveyancer will now look over all the documents carefully, ensuring everything is there and in order. The property searches will take place at this point which will highlight any problems.
- Now the contract will need to be signed. The buyer's conveyancer gives it to the seller's conveyancer in what is known as the "exchange". A sale completion date is agreed upon.
- The transfer document, or transfer deed, is prepared by the buyer's conveyancer and the seller's conveyancer will have to approve it.
- At this point any purchase money that is not coming from a property being sold will now be passed to the buyer's conveyancer and the mortgage lender if there is one.
- Now all the documents and money are in order, the sale is ready to complete. On the agreed completion date all the money is sent to the seller's conveyancer from the buyer's conveyancer and the seller must vacate the property.
- The property is now sold. The sale is complete and the conveyancing process is over once the stamp duty payment is sent to HMRC and the transfer deed, and if appropriate the mortgage deed, is sent to the Land Registry by the buyer's owners of the property.

**The complete Union legal service.**  
**Making the difference.**

**Slater  
Gordon**  
Lawyers



## Why you need an expert

There are a lot of details involved in any property transaction. We know what details to look for, and when they need to be looked at to make sure the transaction goes smoothly. We'll make sure they're all taken care of for you.

Our residential property team are CQS accredited and aim to provide a high quality, efficient service at cost effective prices.

## Our services

Our services include:

- Sales and purchases of houses and flats, from smaller properties to high value homes, both in urban and rural areas and including listed buildings
- Remortgages
- Transfers of equity
- Shared ownership, including staircasing transactions
- Off-plan purchases
- Tenancies
- Acquisition and disposal of sites for residential development
- Portfolio purchases by investors
- Ground rent sales

## Benefits

- No Sale, No Fee – No legal fee to pay in the event your sale falls through
- 24/7 Online Tracking – Allowing you to check the status of your case at any time
- Direct Dial and Email – Providing you with easy access to your lawyer
- Plain English – Explanations made easy – no legalese!

## International property

Our multi-lingual property team has specialist expertise on all aspects of buying and selling property in France and Spain. They can advise on inheritance laws/tax, cross-border estate planning, wills and codicils, property transfers on divorce and obtaining an NIE number for Spain.

Whilst it may not be a legal requirement to instruct UK solicitors, investing a fraction of the purchase cost or property value in specialist advice will help you avoid pitfalls and provide peace of mind in the knowledge that your interests are protected.

## The needs to update your will

Your will is your way of ensuring your property is passed on as you would wish.

We can help you make sure your will is up to date, legally sound and reflects your exact wishes.

If your estate matters are too complex for a standard will, we will recommend you seek personal legal advice from one of our estate planning professionals.

We'll contact you once your property sale has completed to discuss this with you in greater detail.

## Experience counts

Slater and Gordon offers a complete range of property and conveyancing law advice and services.

In simple terms, conveyancing is the transfer of a legal title from one person to another.

At every step, we work to protect your best interests. We'll make sure you get fast, effective advice which is essential for a successful transaction.

To make an enquiry without any obligation call us on **Freephone 0800 884 0164** or email us at **UCULawExtra@slatergordon.co.uk**.

**You do the deal.  
We'll do the paperwork.**

**The complete Union legal service.  
Making the difference.**

