Residential Conveyancing

Our Property Solicitors can assist with your conveyancing needs for house purchases and sales, be it your first property or a subsequent move. We have the experience to provide the quality service you need and pride ourselves on having a straightforward approach to what can be a complex process. CVS chooses to be a member of the Law Society's Conveyancing Quality Scheme and as part of its membership, our Residential conveyancing solicitors must carry out compulsory annual training.

Costs for Residential Conveyancing can vary depending on your requirements. Below is a guide to the fees we would normally charge for the different types of Conveyancing. We will discuss your specific requirements at the beginning of the matter and will give you a fixed fee quote to which VAT and disbursements will need to be added. The disbursements will be specific to your transaction, and we can inform you of the likely cost of these disbursements once we have reviewed the specific documentation for your matter.

Residential Legal Fee Scale for Freehold and Leasehold Sales and Purchases

Property Value	Legal Fees Freehold (not incl VAT)	Legal Fees Leasehold (not incl VAT)
Up to £500,000	£1,500.00	£1,750.00
£500,001 - £750,000	£1,750.00	£2,000.00
£750,001 - £1,000,000	£2,250.00	£2,500.00
£1,000,001- £1,250,000	£2,500.00	£2,750.00
£1,250,001 - £1,500,000	£2,750.00	£3,000.00
£1,500,001 - £1,750,000	£3,250.00	£3,500.00
£1,750,001 - £2,000,000	£4,000.00	£4,250.00
£2,000,001 - £5,000,000	£6,500.00	£6,750.00
£5,000,001 - £8,000,000	£8,000.00	£8,250.00

Residential Legal Fee Scale for Remortgages based on property value

Property Value	Legal Fees Freehold (not incl VAT)	Legal Fees Leasehold (not incl VAT)
Up to £500,000	£1,150.00	£1,250.00
£500,001 - £750,000	£1,450.00	£1,550.00
£750,001 - £1,000,000	£1,750.00	£1,850.00
£1,000,001- £1,250,000	£2,050.00	£2,150.00
£1,250,001 - £1,500,000	£2,350.00	£2,450.00
£1,500,001 - £1,750,000	£2,650.00	£2,750.00
£1,750,001 - £2,000,000	£2,950.00	£3,050.00
£2,000,001 - £5,000,000	£3,250.00	£3,350.00
£5,000,001 - £8,000,000	£3,700.00	£3,800.00

VAT is applicable on the above fees at the current prevailing rate of 20%

CVS Law Limited do not carry out Residential Fees transactions above £8,000,000.

Our fee will be determined by many factors such as the value of the property and whether there is a mortgage to arrange or redeem. For example, a freehold sale of a property with a lower value and a mortgage to redeem would usually have costs lower than a leasehold purchase of a very high value property with a mortgage.

In exceptional circumstances, where we need to do much more work than could reasonably have been anticipated at the outset to meet your requirements, it may be necessary to charge you more than the fee agreed at the outset of the matter. In such circumstances, we will always agree this with you in advance of the additional fee being incurred.

Abortive transactions

If your sale or purchase does not complete, we will charge a fee based on amount of time that has been spent on the matter and all the external costs we have incurred on your behalf on the transaction.

Disbursements

Below are some examples of disbursements that could be incurred for conveyancing work, which you are liable to pay in addition to our fees. Where we give a range of fees below, we will let you know exactly what you can expect to pay once we have seen your specific documentation. If this changes at any time during the matter, we will let you know.

- Land Registry copy title documents for a sale or remortgage – this fee will depend on the number of documents held by HM Land Registry, but we estimate this will cost £12.00 plus VAT.
- Searches – this fee will depend on what searches are required but on average the amount is £500 inclusive of VAT. We may recommend further searches depending on the risks revealed and we will confirm as soon as we become aware if any further searches are required and their cost.
- Land Registry fees for a purchase or remortgage – Priority Search OS1/OS2 - £3 plus VAT and Bankruptcy search £2 plus VAT per named person and gifting donor. Land Registry registration fees are based on the purchase price or remortgage amount. For freehold or leasehold purchases Land Registry registration fees can vary from £40 to £500. For freehold or leasehold remortgages, Land Registry registration fees can vary from £20 to £140. Land Registry fees are not subject to VAT.
- For leasehold sales and leasehold remortgages there will be a fee charged by the management company and/or the freeholder to provide the leasehold sales pack which must be provided to the buyer's solicitor. In our experience these can range from £250 to £600 plus VAT.
- For leasehold purchases and leasehold remortgages there will be a landlord's registration fee charged by the management company and/or the freeholder for registering the transfer and/or new mortgage with them. In our experience these can range from £50 to £250 plus VAT.
- Bank Transfer fees - For each payment we send on your behalf through the banking system, we will charge a fee of £35 plus VAT. Examples of when we would charge this fee include when we send funds to a lender to redeem a mortgage, sending funds to the seller's solicitor on completion of a purchase and sending funds to our client if there is a surplus amount from a sale.

WHAT SERVICES WILL BE INCLUDED IN THE PRICE

Typically, the following services will be included in the price for each of the residential conveyancing transactions below:

Sale of a Freehold residential property

Our fees will cover all the work required to complete the sale of your home. This will include our fees based on value of the property of between £1,500 to £8,000 plus VAT. Two Bank transfer fees will be incurred (one for redeeming any outstanding mortgage and the other to remit surplus funds from the sale to you) of £70 plus VAT. There will also be third party disbursements for search fees based on your transaction.

We can provide you with a detailed charges once we have seen the specific documentation for your sale.

Time Scales - How long it will take to sell your house will depend on many factors. The current UK average for a property transaction is 12-18 weeks. It can be quicker or slower, depending on the parties in the chain. For example, if you are selling to a first-time buyer, in principle, it could take 8 weeks. However, if you are selling to a party that is in a chain to sell their house, this can take significantly longer, between 16 and 24 weeks.

The stages of the process are as follows:

- obtaining a redemption figure from your lender and checking with you that the figure is correct.
- obtaining office copy entries and any supporting documents from HM Land Registry which will enable us to prepare the contract to prove that you have the right to sell the property.
- preparing a bundle of contract documents to be sent to the buyer's solicitor.
- answering any enquiries raised by the buyer's solicitor and agreeing any amendments to the contract.
- approving the transfer deed.
- exchanging contracts.
- preparing a completion statement for your approval.
- on completion, receiving the sale proceeds from the buyer's solicitors, repaying your mortgage, paying the estate agents and our fees and then accounting to you for the net sale proceeds.

Sale of a Leasehold residential property

Our fees will cover all the work required to complete the sale of your home. This will include our fees based on value of the property of between £1,750 to £8,250 plus VAT. Two Bank transfer fees will be incurred (one for redeeming any outstanding mortgage and the other to remit surplus funds from the sale to you) of £70 plus VAT. There will also be third party disbursements for search fees based on your transaction.

We can provide you with a detailed breakdown once we have seen your specific documentation for the sale.

Time Scales - How long it will take to sell your flat will depend on many factors. It can be quicker or slower, depending on the parties in the chain. For example, if you are selling to a first-time buyer, in principle, it could take 12 weeks. However, if you are selling to a party that is in a chain to sell their house, this can take significantly longer, between 16 and 24 weeks. The current UK average for a property transaction is 12-18 weeks.

The stages of the process are as follows:

- obtaining a redemption figure from your lender and checking with you that the figure is correct.
- obtaining office copy entries and any supporting documents from HM Land Registry which will enable us to prepare the contract to prove that you have the right to sell the property.
- requesting and reviewing the information supplied by the freeholder and/or managing agent (the pre-sale pack/Leasehold Information Pack) and dealing with additional enquiries in relation to this from the buyer's solicitor.
- preparing a bundle of contract documents to be sent to the buyer's solicitor.
- answering any enquiries raised by the buyer's solicitor and agreeing any amendments to the contract.
- approving the transfer deed.
- exchanging contracts.
- preparing a completion statement for your approval, including the calculation of any apportionments of ground rent and service charges.
- on completion, receiving the sale proceeds from the buyer's solicitors, repaying your mortgage, paying the estate agents and our fees and then accounting to you for the net sale proceeds.

Purchase of a Freehold residential property

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

It will include our fees based on value of the property of between £1,500 to £8,000 plus VAT, a Bank transfer fee for payment to the sellers of £35 plus VAT. There will also be third party disbursements for search fees, HM Land Registry fees for registration of title and Stamp Duty at a value based on your transaction.

We can provide you with a detailed breakdown once we have seen the specific documentation for your purchase.

Time Scales - How long it will take from your offer being accepted until you can move into your house will depend on many factors. It can be quicker or slower, depending on the parties in the chain. The current UK average for a property transaction is 12-18 weeks.

The stages of the process are as follows:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Investigate title, review the property information forms and supporting documents provided by the seller's solicitors
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Draft and agree the Transfer and Contract
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Send final contract and transfer to you for signature
- Agree completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Obtain pre-completion searches from HM Land Registry
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty Land Tax
- Deal with application for registration at Land Registry

Purchase of a Leasehold residential property

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

It will include our fees based on value of the property of between £1,750 to £8,250 plus VAT, a Bank transfer fee for payment to the sellers of £35 plus VAT. There will also be third party disbursements for search fees, HM Land Registry fees for registration of your title and Stamp Duty fee based on the value of your transaction. Additional third-party fees may include a Notice of Transfer fee (if set out in the lease), a Notice of charge fee (if the property is to be mortgaged as set out in the lease), and a Deed of covenant fee (as provided by the management company for the property).

We can provide you with a detailed breakdown once we have seen the specific documentation for your purchase.

Time Scales - How long it will take from your offer being accepted until you can move into your flat will depend on many factors. For example, if you are buying a leasehold property that requires an extension of the lease, this can take between 16 and 24 weeks significantly longer then if a lease extension is not required. The current UK average for a property transaction is 12-18 weeks.

Our fee assumes that:

- 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
- this is the assignment of an existing lease and is not the grant of a new lease
- the transaction is concluded in a timely manner and no unforeseen complication arise
- all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- no indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

The stages of the process are as follows:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Investigate title, review the property information forms, the lease and management pack and supporting documents provided by the seller's solicitors
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Draft and agree the Transfer and Contract
- Give you advice on all documents and information received
- Go through conditions of mortgage offer
- Send final contract and Transfer to you for signature
- Advise you on joint ownership
- Obtain pre-completion searches from HM Land Registry
- 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
- Deal with application for registration at Land Registry
- Deal with any further post-completion requirements as per the Lease

Remortgages

Our fees will cover all the work required to complete the remortgage of your home including dealing with registration at the Land Registry.

This will include our fees based on value of the property of between £1,150 to £3,700 plus VAT for your freehold remortgage or £1,250 to £3,800 plus VAT for your leasehold remortgage. It will include a Bank transfer fee for payment to the previous mortgage

lender of £35 plus VAT. There will also be third party disbursements for search fees and HM Land Registry fees for registering the new lender at the Land Registry.

We can provide you with a detailed breakdown once we have seen the specific documentation for your remortgage.

Time Scales – In our experience these types of transactions can take anything from 6 weeks to 12 weeks to complete. Estimated timeframes run from when we receive your instructions to proceed, and these are our best estimates only as there are many aspects of this matter over which we have little or no control.

The stages of the process are as follows:

- acting on behalf of you and your lender.
- reviewing the legal title to the property.
- undertaking searches and raising enquiries of the managing agent and/or freeholder if the property is leasehold, or freehold but served by a management company.
- reviewing your mortgage offer and reporting to you on any special conditions.
- attending on you to sign the legal charge (mortgage deed) and ensuring that you are comfortable with the nature and effect of entering into the mortgage.
- reporting to your lender on its standard form of certificate of title.
- undertaking pre-completion searches at HM Land Registry.
- accounting to you with a completion statement.
- redeeming your existing mortgage.
- registering the new mortgage with HM Land Registry.

Residential Conveyancing Team

The Solicitors that undertake Residential Conveyancing work at CVS are Patrick Taylor, Nadia Karaivanova and Rupert Barnes. They have many years of experience in Residential Conveyancing work. They are assisted by Cassandra Lawrence who is a Trainee solicitor.

Patrick qualified as a Solicitor in 1994 and has over 30 years of experience leading property transactions of all types and values, including Residential Conveyancing. Patrick joined CVS in 2015. He is the Head of Conveyancing for the Conveyancing Quality Scheme for CVS Law Limited.

Nadia joined CVS in 2017 and qualified as a Solicitor in 2020. Nadia has a vast amount of experience dealing with Corporate and Commercial transactions including Residential Conveyancing transactions.

Rupert qualified as a Solicitor in 1992 and joined CVS early in 2024. He has a vast amount of experience dealing with Residential property work.

Cassandra is a Trainee solicitor with CVS Law and works closely with the Residential Conveyancing Team assisting them on matters. Cassandra joined CVS as a paralegal in 2020 and qualifies as a Solicitor in 2024 after completing her Training contract.