



## The Purchase Process

### 1. Instruct a Conveyancing Solicitor:

- The buyer's conveyancer confirms instructions by letter, setting out terms of business with details of costs and disbursements.
- Proof of identity and source of funds checks are carried out.

### 2. Draft Contract and Raise Enquiries:

- The seller's conveyancer prepares the draft contract and supporting documentation.
- The buyer's conveyancer checks the contract, submits searches and raises pre-contract enquiries for the seller to answer.

### 3. Arrange a Property Mortgage and Survey:

- The buyer should arrange their mortgage finance if needed so the offer can be sent to the lawyers.
- The buyer should arrange a survey to assess the property's condition.

### 4. Conveyancing for Your Mortgage:

- If you're using a mortgage, your conveyancer coordinates with the lender.

### 5. Exchange:

- Once everything is in order, deposit funds will be requested (unless you have a sale, where the buyers deposit will likely be used)
- Completion dates are agreed with the chain, contracts are exchanged, and you become legally committed to the transaction.
- Accounts are sent, requesting the funds needed for completion from the buyer.

### 6. Completion:

- The lawyers co-ordinate and facilitate completion.
- Once completed you will be able to collect the keys for the property, either from the seller or, directly from the agents.

### 7. Following completion:

- We will complete the stamping and registration formalities and send you a final confirmation once completed.

**Remember that each case may have unique aspects, but these steps provide a general overview of the conveyancing process.**