



1 Instruct Your Solicitor

Provide ID and money on account when instructing your solicitor.

2 Memo of Sale Received

Agents issue this document detailing the property, seller, buyer and their solicitors.



3 Contract Of Sale Drafted

The contract, deeds, documents and completed forms are sent to the buyer's solicitors.

6

Reply To Enquiries From Buyer's Solicitor

Answer any questions or concerns about the property to the buyers's solicitor.

5

Receive Enquiries From Buyer's Solicitor

Once the buyer's solicitor has reviewed the initial contract documents and search results, they will ask for more details and raise enquiries.



4

Request Redemption Figure From Bank

The amount needed to pay off the existing mortgage to proceed, if applicable.

7

Documents signed

Check all documents are signed and deal with any final queries.



8 Set Up For Exchange

Review the file and check all documents are signed and discuss completion dates.



Completion



Congratulations On Your #PropertySale

