

Henry Hyams Conveyancing

As part of our professional rules, we aim to ensure that anyone wishing to use our services has the information they need to make an informed choice of legal services provider, including understanding what the costs may be. To assist our clients, we have set out below an indication of the likely costs involved in conveyancing transactions along with an indication of the timescales.

Legal fees for transactions are calculated based on the information provided and will, amongst other criteria, include:

- Whether you are a first-time buyer
- Where the property is located
- Whether you are purchasing in your sole name or jointly with another person
- Whether the property is a new build
- Whether the property is freehold or leasehold
- Whether the property requires a first registration
- Whether a shared ownership scheme is relevant
- Whether you are using a help to buy scheme
- Whether you are purchasing under a right to buy scheme
- Whether you are purchasing at auction
- Whether you are buying a property which has been repossessed
- Whether you have a mortgage or not
- In purchase cases, whether you are purchasing an additional property i.e. second home or buy to let

Our estimated costs are based around normal conveyancing transactions. If, for reasons of complexity, we have to revise an estimated cost, we would explain the situation and seek to agree this with you as soon as possible.

Purchases of a Freehold or Leasehold Residential Property

Our Fees

Our fees cover all of the work required to complete the purchase of your new home, including dealing with registration at the Land Registry and dealing with the payment of Stamp Duty Land Tax (Stamp Duty) if the property is in England, or Land Transaction Tax (Land Tax) if the property you wish to buy is in Wales. VAT is currently 20%.

Value of Property Freehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £100,000.00	£725.00	£145.00	£870.00
£100,000.01 to £200,000.00	£800.00	£160.00	£960.00
£200,000.01 to £350,000.00	£950.00	£190.00	£1,140.00
£350,000.01 to £500,000.00	£1,125.00	£225.00	£1,350.00
£500,000.01 to £750,000.00	£1,275.00	£255.00	£1,530.00
£750,000.01 to £1,000,000.00	£1,500.00	£300.00	£1,800.00
Above £1,000,000.01	Please call for quotation		

Value of Property Leasehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £100,000.00	£1,025.00	£205.00	£1,230.00
£100,000.01 to £200,000.00	£1,100.00	£220.00	£1,320.00
£200,000.01 to £350,000.00	£1,250.00	£250.00	£1,500.00
£350,000.01 to £500,000.00	£1,425.00	£285.00	£1,710.00
£500,000.01 to £750,000.00	£1,575.00	£315.00	£1,890.00
£750,000.01 to £1,000,000.00	£1,800.00	£360.00	£2,160.00
Above £1,000,000.01	Please call for quotation		

A supplemental fee will be charged in the following circumstances:

Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
SDLT (Stamp Duty Land Tax)	£75.00	£15.00	£90.00
Bank Transfer Administration (per transfer)	£26.83	£5.37	£32.20
Arranging Indemnity insurance	£50.00	£10.00	£60.00
Gifted Deposits	£50.00	£10.00	£60.00
Help to Buy ISA	£50.00 * per ISA	£10.00	£60.00
New Build Transactions	£250.00	£50.00	£300.00
Shared Ownership	£150.00	£30.00	£180.00
Transactions including solar panel leases	£150.00	£30.00	£180.00
Acting for a limited company obtaining a mortgage	£150.00	£30.00	£180.00

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of some disbursements on your behalf to ensure a smoother process. The disbursements which we anticipate will apply are set out below. This list is not exhaustive, and other disbursements may apply depending on the term of the lease. We will update you on the specific fees upon receipt and review of the lease from the seller's solicitors. Some disbursements listed below are not vatable, details of which disbursements are not vatable will be outlined in your quotation.

Disbursement	Cost (excl. VAT)	VAT	Total including VAT
Bank Transfer Fee (per transfer)	£6.50	£1.30	£7.80
Land Registry Search (per title)	£8.50	£0.30	£8.80
Bankruptcy Search (per name)	£7.50	£0.30	£7.80
*Search Pack (incl. mining, drainage, local authority and environmental searches)	£375.00	£72.00	£432.00
Mortgage administration fee	Variable dependent on lender.		

***Search Pack** - The cost of searches varies from area to area and the cost as stated above is an estimate depending on the local authority. This includes a local authority search, drainage and water search, environmental search, coal mining search (where required). On occasion other searches may be required dependent on the location of the property.

Land Registration fees – The Land Registry's fees are based on the purchase price and the circumstances of the property. There is further information available via the following link: <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees>. Whenever possible we will apply to register your purchase via the portal or Business Gateway to take advantage of the reduced fees available. You should note that newbuild transactions, new leases, transfers of part and the registration of unregistered land do not qualify for the reduced fees.

Other disbursements – if you are purchasing a leasehold property (or a freehold property in a development where there is a maintenance/service charge payable) we anticipate some or all of the following disbursements will be payable. These fees vary significantly from property to property, and it will only be possible to confirm the specific costs once we have reviewed the title documents and information pack from the freeholder and/or management agent. It is likely that the freeholder and/or management agent will charge additional administration fees usually on completion, which may include the following:

Disbursement/Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
Notice of Charge Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00
Certificate of Compliance Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00
Deed of Covenant Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00
Certificate of Compliance Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00

1. HM Land Registry Fees can be found at <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees>.
2. In most cases 20% VAT will have to be added to the H M Land Registry fees for searches and copy documents.

Stamp Duty or Land Tax (on Purchase)

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using the HMRC Stamp duty calculator which can be found at <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/intro>

For an immediate quotation specific to your intended transaction please complete at an enquiry form at <http://www.henryhyams.com/index.php/our-services/property.html> or email property@henryhyams.com or call the property department on 0113 2432288.

What is not included?

We do not report on structural surveys which are outside our area of expertise.

Referred Work

We work with various outside agencies and individuals who introduce clients to us with whom an alternative fee scale to the above may have been agreed. We will pay a fee to the introducer for this work having been referred to us. The amount of this fee is set on a case by case basis but will be confirmed in our client care letter.

How long will my house purchase take?

For any transaction, the timescales are subject to change depending on when your offer is accepted and factors involved such as:

- Number of parties in the chain
- Whether you have a mortgage in place
- Whether you are buying a new build property

A typical transaction will take between 10-14 weeks. However, if any of the above apply, or there are other factors we need to take into consideration, it may increase the time by a further 4-6 weeks and additional charges may occur. We will discuss this with you at the earliest opportunity, so you always have a clear picture of how long things are likely to take.

Key stages involved

The precise stages involved in the purchase of a residential property vary according to the circumstances.

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Draft and submit the contract with supporting documentation to the buyer's solicitors
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Send final contract to you for signature
- Draft Transfer (if Leasehold purchase)
- Advise you on joint ownership (if Leasehold purchase)
- Obtain pre-completion searches (if Leasehold purchase)
- 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

Our fees assume 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 complications 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.

Factors that would typically increase the cost of the service

- Legal title is defective, or part of the property is unregistered
- If you discover building regulations or planning permission has not been obtained
- If crucial documents we have previously requested from the client have not been provided

Sale of a Freehold or Leasehold Residential Property

Our Fees

We will normally undertake residential conveyancing work on a fixed fee basis as shown below. VAT is currently 20%

Value of Property Freehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £100,000.00	£650.00	£130.00	£780.00
£100,000.01 to £200,000.00	£725.00	£145.00	£870.00
£200,000.01 to £350,000.00	£875.00	£175.00	£1,050.00
£350,000.01 to £500,000.00	£950.00	£190.00	£1,140.00
£500,000.01 to £750,000.00	£1,100.00	£220.00	£1,320.00
£750,000.01 to £1,000,000.00	£1,250.00	£250.00	£1,500.00
Above £1,000,000.01	Please call for quotation		

Value of Property Leasehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £100,000.00	£950.00	£190.00	£1,140.00
£100,000.01 to £200,000.00	£1,025.00	£205.00	£1,230.00
£200,000.01 to £350,000.00	£1,175.00	£235.00	£1,410.00
£350,000.01 to £500,000.00	£1,250.00	£250.00	£1,500.00
£500,000.01 to £750,000.00	£1,400.00	£280.00	£1,680.00
£750,000.01 to £1,000,000.00	£1,550.00	£310.00	£1,860.00
Above £1,000,000.01	Please call for quotation		

A supplemental fee will be charged in the following circumstances:

Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
Bank Transfer Administration (per transfer)	£26.83	£5.37	£32.20
Arranging indemnity insurance	£50.00	£10.00	£60.00
Repayment of 2 nd mortgage/loan/similar registered against the property	£150.00 *for each additional mortgage /loan	£30.00	£180.00
Shared Ownership	£150.00	£30.00	£180.00
Transactions involving solar panel leases	£125.00	£25.00	£150.00
Acting for a Limited Company	£150.00	£30.00	£180.00

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of some disbursements on your behalf to ensure a smoother process. The disbursements which we anticipate will apply are set out below. This list is not exhaustive, and other disbursements may apply depending on the term of the lease. We will update you on the specific fees upon receipt and review of the lease from the seller's solicitors.

Disbursement	Cost (excl. VAT)	VAT	Total including VAT
Title Documents	£17.00	£0.30	£17.60
Bank Transfer Fee (per transfer)	£6.50	£1.30	£7.80

Other disbursements – if you are selling a leasehold property (or a freehold property in a development where there is a maintenance/service charge payable) it will be necessary to obtain an information pack from the freeholder and/or managing agent for which they will charge a fee. These fees vary significantly from property to property and it will only be possible to confirm specific costs once we have made contact with the relevant organisation(s)

For a quotation specific to your intended transaction please complete at an enquiry form at <http://www.henryhyams.com/index.php/our-services/property.html> or email property@henryhyams.com or call the property department on 0113 2432288.

Referred Work

We work with various outside agencies and individuals who introduce clients to us with whom an alternative fee scale to the above may have been agreed. We will pay a fee to the introducer for this work having been referred to us. The amount of this fee is set on a case by case basis but will be confirmed in our client care letter.

How long will my house sale take?

How long will my house sale take? How long it will take from you accepting an offer until the property is sold depends on a number of factors the majority of which lie with the buyer (eg obtaining a satisfactory survey, a formal mortgage offer and their solicitor carrying out the necessary checks and searches).

The average process takes between 6-10 weeks. It can be quicker or slower, depending on the parties in the chain. For example, if you are involved in a chain of transactions all parties in the chain must have carried out their investigations etc before the sale can proceed.

If you are selling a leasehold property that requires an extension of the lease, this can take significantly longer, between 3 and 5 months. In such a situation additional charges would apply.

Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances.

The key stages are listed below:

- Take your instructions and give you initial advice
- Contact your mortgage company and obtain an initial redemption statement
- Obtain up to date title documents from the Land Registry
- Draft and submit the contract with supporting documentation to the buyer's solicitors
- Obtain your instructions and respond to any enquiries received from the buyer's solicitors
- Give you advice on all documents and information received
- Approve the transfer drafted by the buyer's solicitors
- Send final contract and transfer to you for signature
- Agree completion date (date on which the property is sold)
- Exchange contracts and notify you that this has happened
- Complete the sale
- Discharge the amount owing to the mortgage company and arrange for the removal of the charge from the title to the property
- Discharge the amount owing to the estate agents fees

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.

Remortgage of a Freehold or Leasehold Residential Property

Value of Property Freehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £250,000	£450.00	£90.00	£540.00
£250,001 £500,000	£550.00	£110.00	£660.00
Above £500,001	Please call for quotation		

Value of Property Leasehold	Our fees (excl. VAT)	VAT Amount	Total including VAT
£0 to £250,000	£750.00	£150.00	£900.00
£250,001 £500,000	£850.00	£170.00	£1,020
Above £500,001	Please call for quotation		

A supplemental fee will be charged in the following circumstances:

Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
Bank Transfer Administration (per transfer)	£26.83	£5.37	£32.20
Arranging indemnity insurance	£50.00	£10.00	£60.00
Repayment of 2 nd mortgage/loan/similar registered against the property	£150.00 *for each additional mortgage /loan	£30.00	£180.00
Shared Ownership	£150.00	£30.00	£180.00
Transactions involving solar panel leases	£125.00	£25.00	£150.00
Acting for a Limited Company	£150.00	£30.00	£180.00

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of some disbursements on your behalf to ensure a smoother process. The disbursements which we anticipate will apply are set out below. This list is not exhaustive, and other disbursements may apply depending on the term of the lease. We will update you on the specific fees upon receipt and review of the lease from the seller's solicitors.

Disbursement/Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
Bank Transfer Fee (per transfer)	£6.50	£1.30	£7.80
Land Registry Search (per title)	£8.50	£0.30	£8.80
Bankruptcy Search (per name)	£7.50	£0.30	£7.80
*Search Pack (incl. mining, drainage, local authority and environmental searches)	£375.00	£72.00	£432.00
Title documents	£17.00	£0.30	£17.60

1. HM Land Registry Fees can be found at <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees>
2. In most cases 20% VAT will have to be added to the H M Land Registry fees for searches and copy documents.

Search Pack - The cost of searches varies from area to area and the cost as stated above is an estimate depending on the local authority. This includes a local authority search, drainage and water search, environmental search,

coal mining search (where required). On occasion other searches may be required dependent on the location of the property.

No Search indemnity insurance – If acceptable to your new mortgage company we can issue a no search indemnity policy instead of carrying out the searches referred to above.

Land Registration fees – The Land Registry's fees are based on the remortgage amount and the circumstances of the property. There is further information available via the following link: <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees>. Whenever possible we will apply to register your new mortgage via the portal or Business Gateway to take advantage of the reduced fees available.

Other disbursements – If you are remortgaging a leasehold property we anticipate some or all of the following disbursements will be payable. These fees vary significantly from property 11/2024 to property and it will only be possible to confirm the specific costs once we have reviewed the title documents:

Disbursement/Fee	Our fees (excl. VAT)	VAT Amount	Total including VAT
Notice of Charge Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00
Certificate of Compliance Fee	From £50.00 to £150.00	From £10.00 to £30.00	From £60.00 to £180.00

For a quotation specific to your intended transaction please complete at an enquiry form at <http://www.henryhyams.com/index.php/our-services/property.html> or email property@henryhyams.com or call the property department on 0113 2432288.

Referred Work

We work with various outside agencies and individuals who introduce clients to us with whom an alternative fee scale to the above may have been agreed. We will pay a fee to the introducer for this work having been referred to us. The amount of this fee is set on a case-by-case basis but will be confirmed in our client care letter.

How long will the remortgage take?

How long it will take depends on a number of factors depending on the requirements of your mortgage company. The average process takes approximately 3 to 5 weeks from your formal mortgage offer being received.

Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances. The key stages are listed below:

- Take your instructions and give you initial advice
- Contact your mortgage company and obtain an initial redemption statement
- Obtain up to date title documents from the Land Registry and carry out a title check
- Carry out searches (if required) • Go through conditions of mortgage offer
- Send any the mortgage deed and any other relevant documents to you for signature
- Obtain pre-completion searches
- Agree a completion date
- Arrange for all monies needed to be received from lender and you
- Complete remortgage
- Discharge the amount owing to the mortgage company and arrange for the removal of the charge from the title to the property
- Deal with application for registration at Land Registry

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.

Our Conveyancing Team

Michael Bush, Solicitor and Director <https://henryhyams.com/news/team-member/michael-bush/>

Emily Osgerby, Director <https://henryhyams.com/news/team-member/emily-osgerby/>

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