BUYER

Outline of a Typical Conveyancing Transaction

ORJ LAW FIRM

Await Contract Papers and Order Searches

As soon as we are in receipt of Contract Papers, we will order the necessary searches i.e. Local Search, Environmental Search and Water Drainage Search.

Please note that in some cases additional searches such as coal mining may have to be obtained, this is all dependant on the location of the property you intend to purchase. Your solicitors will advise you further in this regard.

Investigating the Title

Once searches have been ordered, your solicitor will investigate the Title and any other documentation received within the Contract Pack. This essentially means that your solicitor will check the title deeds to see if the property benefits from necessary rights to access the property, or whether there are any restrictions against the property.

Your solicitor will also review any other paperwork received.

Raise Enquiries and Prepare Contract Report

Once the title has been investigated, enquiries in relation to the property will be raised with the sellers solicitors.

During this stage, your solicitor will prepare the Contract Report. This will provide information about the property you intend to purchase. The Contract Report will be sent to you along with the paperwork, we require you to sign, which includes the Contract. The signed documentation will be kept on file in readiness for the exchange of contracts.

Review searches and Deal with Finances

Once searches are back, they will be reviewed and enquiries will be raised (if needed). A search report detailing the searches will also be sent to you. If you are purchasing with aid of a mortgage we will review your mortgage offer and send out the mortgage deed for you to sign.

At this stage we will require you to provide us with source of funds (bank statements or other evidence to confirm where your funds come from). Please note if you are receiving a gifted deposit let us know imminently so we can take the necessary action.

Are Replies to Enquiries satisfactory?

If replies to enquiries are satisfactory then we can move forward with the transaction. If not, additional enquiries will be raised on your behalf.

Requesting Mortgage Monies

Once a completion date has been agreed, we will request the funds from your mortgage lender.

We will also request funds from you so we can complete.

Exchange

Contracts

Completion

We will send the monies to the sellers solicitors on the day of completion.
Once they have been received, completion has taken place and you can collect the keys from the estate agents.

Please note we cannot agree a completion time as we are relying on the banking systems. Generally completion will have taken place by 2pm.

Post Completion

We will register the property in your name at the Land Registry.

Once this has been done we will send out the necessary paperwork to you. This can take up to 6-8 weeks after completion has taken place.