

ADDITIONAL CHARGES LIST

Our firm will try and provide you with an accurate quote at the outset of your matter and based on the information you provide to us. However sometimes additional work will become required to conclude your conveyancing transaction which we and you would not have known to be applicable until after the case has started. In such circumstances additional charges may become applicable for work and services required in excess of the standard legal process for a conveyancing matter. Should any such fees become applicable we will try to communicate these to you as early as possible once they become known to us.

Wherever possible we will try to provide you with a fixed fee for the additional work, as typically detailed within the list below. In addition to our fees it is possible in some circumstances that disbursements will also become applicable.

Additional service	Description of works	Associated cost	VAT	Total
Additional Land	If the property includes land which forms more than one legal title. The fee is payable per additional title number	£100.00	£20.00	£120.00
Approval of a contract pack before auction (Purchase)	Reviewing the auction pack and reporting to Client. Advice on whether to proceed or not. 50% of usual legal fees and we will just charge the balance if they purchase at auction for us to complete.	50%	Yes	TBC
Archive fee (All transactions)	Retrieving a closed file for a client or another firm of Solicitors	£25.00	£5.00	£30.00
Auction property (Purchase)	Expedition fee for contracts already exchanged at auction.	£250.00	£50.00	£300.00
Buy to Let Fee (Purchase)	Where the Client is purchasing the property and does not intend to reside in it.	£100.00	£20.00	£120.00
Bridging loan (Purchase & re-mortgage)	Purchasing with the assistance of a bridging loan brings additional issues we have to deal with. We will also have to liaise with the lender's legal representatives.	£400.00	£80.00	£480.00
Cheque payment (All transactions)	Sending a cheque for surplus proceeds – sent 1 st class	£15.00	£3.00	£18.00
Contaminated land issues (Purchase)	If the property does not receive a PASS certificate & additional work is required	£100.00	£20.00	£120.00
Contract race (Sale and Purchase)	If there is more than 1 buyer or you are trying to purchase with more than 1 party interested. This creates additional work liaising with the extra parties (sale), or is an expedition fee (purchase)	£150.00	£30.00	£180.00
Change of Name during transaction	This is an Admin fee to change of name throughout an ongoing transaction. Additional ID check fee will also apply.	£50.00	£10.00	£60.00

Certificate of Compliance Fee	The title register may require a restriction which will require a Certificate of Compliance	£50.00	£10.00	£60.00
Declaration of Trust (Purchase and Re-mortgage)	A document to protect different levels of investment with 2 or more parties	£250.00	£50.00	£300.00
Drafting a Deed of Covenant (Purchase and Remortgage)	This is the fee charged if the Deed of Covenant is not supplied with the LPE1 and we are required to draft it.	£100.00	£20.00	£120.00
Deed of Postponement (Remortgage)	A deed drafted to postpone a charge which is not being redeemed.	£150.00	£30.00	£180.00
Deed of Variation (Purchase and Remortgage)	A deed drafted to amend the terms of the original deed which may be defective or require changes.	£500.00	£100.00	£600.00
Defective title (Sale or Remortgage)	If there is a defect with the title which we have to attend to with the Land Registry, in order to complete the transaction we are instructed for. Alternatively they can ask their previous Solicitors to rectify it.	£150.00	£30.00	£180.00
Discharge of 2 nd charge (Sale and Remortgage)	This is for dealing with a 2 nd lender. Notoriously they are harder to deal with and require more work than a mainstream lender.	£100.00	£20.00	£120.00
Expedition fee (Sale and Purchase)	Where Clients are wanting to be prioritised over others.	£ 150.00	£30.00	£180.00
Electronic Bank Transfer Fee (per transfer)	This is our fee per electronic bank transfer made throughout the transaction	£30.00	£6.00	£36.00
Forces Help To Buy	Our fee if you are in the military and are using a Forces Help To Buy Scheme or a Long Service Advance Scheme.	£150.00	£30.00	£180.00
Freehold – Purchase of	The purchase of the Freehold title from their Landlord, where the Client currently owns the Leasehold.	£500.00	£100.00	£600.00
Freehold Property subject to a service charge/ estate charge	Our fee for obtaining the Management Companies replies to FME1. Charges may apply for the Management Company to supply the information but we cannot quote these.	£150.00	£30.00	£180.00
Gifted Deposit (up to 2 Gifts)	This fee covers the additional work required to verify funds, the ID check and the Bankruptcy search	£75.00	£15.00	£90.00
Flat Fee	This is our fee for when a flat or an apartment is being purchased.	£150.00	£30.00	£180.00
Guarantor Fee	Fee for where there is a Guarantor involved	£50.00	£10.00	£60.00
Help To Buy Equity Loan	These are usually on newbuild purchases and are equivalent to a second mortgage	£250.00	£50.00	£300.00
Help To Buy ISA fee	Our charges for requesting the Help To Buy ISA bonus and ensuring the Client qualifies.	£50.00	£10.00	£60.00
Houses In Multiple Occupation (HMO) (sales, purchases and remortgages)	Our charges for a property with multiple occupants, in their own rooms – usually under a separate tenancy.	£100.00	£20.00	£120.00

International ID checks (Per Check)	Where the Client or Gifor does not reside in the UK	£75.00	£15.00	£90.00
Indemnity Insurance (Sale, Purchase & Remortgage)	Our fee for arranging and administering the policy, or checking a policy received to ensure the correct coverage.	£75.00	£15.00	£90.00 (per policy)
Independent Legal Advice	Our fee for dealing with an Independent Legal Advice.	£250.00	£50.00	£300.00
Islamic Mortgages	Our fee for dealing with the Islamic Finance company providing the mortgage.	TBC	TBC	TBC
ID Check Fee (per person)	This our fee for reviewing ID and performing an electronic ID Checks.	£25.00	£5.00	£30.00
Company Winding Up Search	This is our fee for conducting a winding up search against companies on the day of completion	£35.00	£7.00	£42.00
Key Undertaking (Purchase)	Our fee for drafting or approving the agreement. This is where the Buyer and Seller arrange for works to be completed between exchange and completion.	£75.00	£15.00	£90.00
Lease extension (Purchase)	Where the Client and their Landlord have agreed the Heads of Terms; this is our fee for approving the Deed to extend the Lease	£500.00	£100.00	£600.00
Leasehold Fee	Our fee where the property they are purchasing or selling has a Leasehold title	£200.00	£40.00	£240.00
Lifetime Mortgage/Equity Release	Our fee for dealing the additional paperwork and dealing with solicitors representing the lender.	£350.00	£70.00	£420.00
License to Assign Fee	Fees for approving a Landlord's License to Assign (Consent to Assign) Lease.	£75.00	£15.00	£90.00
Lender separate representation (Purchase and Remortgage)	Our fee for liaising with the third party Solicitors appointed by the lender	£300.00	£60.00	£360.00
Limited Company (Purchase and Remortgage)	Our fee for the additional requirements of checking the documents and company execution and submitting to Companies House.	£100.00	£20.00	£120.00
Matrimonial Homes restriction (Sale and Remortgage)	Our fee for dealing with the third party to obtain their consent to remove the restriction in their favour	£75.00	£15.00	£90.00
Merger of Freehold and Leasehold titles	Our fee for arranging the merge of two titles into one at the Land Registry.	£100.00	£20.00	£120.00
Mortgage Admin Fee	This our admin fee for dealing with a lender on your transaction.	£50.00	£10.00	£60.00
New Build Fee	Where the Client is purchasing a brand new home; there is a lot more legal work involved, therefore we charge the additional fee.	£300.00	£60.00	£360.00

Related transaction with separate representation (All transactions)	Our fee for liaising with the third-party solicitors to ensure we can complete when required and have the correct monies etc.	£150.00	£30.00	£180.00
Power of Attorney (all transactions)	If you wish to proceed via an Attorney, this fee is payable for us to check the legal documentation is correct prior to proceeding	£50.00	£10.00	£60.00
Probate (sale)	If you are selling a property under a Grant of Probate or Letters of Administration this fee is payable for us to check the legal documentation is correct prior to proceeding.	£50.00	£10.00	£60.00
Porting a mortgage (Sale)	This fee is payable to cover our additional work in ensuring the lenders requirements are met on the sale and related purchase to ensure that the Early Repayment charge is not payable.	£50.00	£10.00	£60.00
Repossession properties (Purchase)	These are typically high pressured, because they have tight exchange deadlines, and technically the offer is not accepted until exchange	£150.00	£30.00	£180.00
Restrictions, cautions, notice or other adverse title entry	Our fee for, liaising with third parties and dealing with their removal at Land Registry	£150.00	£30.00	£180.00 (per notice)
Retention - Contract Clause drafting or approval and fulfilment. (Sale and Purchase)	If a service charge retention or a retention for other purposes is agreed this is our fee for dealing with the administration and release of the retention monies post completion, once the appropriate date has passed.	£100.00	£20.00	£120.00
Right to Buy (Purchase)	Purchasing your property from the Council requires a new Lease or Transfer document. This is our fee for approving the new document and ensuring it meets the Client's needs and agreements.	£150.00	£30.00	£180.00
Retirement Home	Fees for purchasing a property with age restrictions	£200.00	£40.00	£240.00
Returning Mortgage Monies (Failed/Postponed Completions)	This fee would apply when completion fails or either postponed and mortgage funds have to be returned to lender. An additional TT Fee will also apply.	£50.00	£10.00	£60.00
Second or subsequent legal charge (purchase or re-mortgage)	If you are purchasing a property with more than 1 lender (but not HTB equity loans) then this will incur a further fee to approve the second mortgage or loan agreement and advising on it.	£150.00	£30.00	£180.00
Shared ownership (Purchase and Sale)	Where the property is only being purchased or sold as a % share by our Client	£250.00	£50.00	£300.00

Solar panels	Where the property has solar panels, our additional fee covers the work involved in reviewing the additional paperwork and ensuring we have the correct paperwork to proceed.	£100.00	£20.00	£120.00
Staircasing (Purchase)	When a Client is purchasing a further share of their shared ownership property, including if they are buying up to 100%.	£150.00	£30.00	£180.00
Statutory declaration	This is our fee to draft or approve a Statutory Declaration in order to ensure that all rights are granted for the property, or to ensure that the lenders requirements are met where it is a Transaction at Undervalue	£150.00	£30.00	£180.00
Serving Notices	Our fee for when we are having to serve relevant notices for example (Landlord Notice Fees)	£15.00	£3.00	£18.00
SDLT Forms Fee	This is our fee to consider and pay the SDLT return on your behalf, if nil SDLT then this fee would still be applicable as we would still need to consider and fill out relevant form for SDLT.	£50.00	£10.00	£60.00
Tenant in situ	Where the property has an existing tenant living there under an Assured Shorthold Tenancy (AST), this is our fee to ensure the Client is protected and the Lenders requirements are met.	£50.00	£10.00	£60.00
Transfer of Part (Sale)	If the property / land to be sold is already part of an existing title but it is due to be given a new title number there will be an additional fee.	£150.00	£30.00	£180.00
Tyneside Lease	A Tyneside lease, also known as a crisscross or cross-over lease is an arrangement where the leaseholder of each flat is also the landlord of the other flat.	£300.00	£60.00	£360.00
Transferring Shares in Management Company	If the property has access to communal areas maintained by management company the title deeds may require to join the management company.	£30.00	£6.00	£36.00
Unregistered Land (Sale and Purchase)	Where a property is not yet registered our additional fees for drafting the Epitome of Title, or approving the same and attending to Land Registration of the same, requiring additional work	£100.00	£20.00	£120.00
Upgrading of legal title	Where the property the Client is purchasing is registered with Good Leasehold title, our fee for applying to upgrade it on completion to Title Absolute (not guaranteed to be approved by Land Registry)	£25.00	£5.00	£30.00
Uncashed cheques	Our fee for dealing with a cheque which is not cashed within 6 months of it being written.	£25.00	£5.00	£30.00

Unpaid cheques	Our fee for dealing with a cheque which bounces at our bank.	£25.00	£5.00	£30.00
Unsecured borrowing	Our fee for dealing with the lender of an unsecured loan which does not have to be paid off to sell the property but may be a requirement of the new lender to ensure it is paid off. This is our fee if we are required to attend to the same	£50.00	£10.00	£60.00
Undertakings (NOT TA13)	This is our fee for when an Undertaking is needed to be provided by us on your transaction.	£50.00	£10.00	£60.00
Undervalue of Property	Where the property in question is being transferred at an amount less than what the property is valued at.	£25.00	£5.00	£30.00
Voluntary registration	If a property the Client is selling is unregistered and the Buyers Solicitors insist on it being registered prior to proceeding with the purchase, this is our additional fee for the legal work involved.	£100.00	£20.00	£120.00