



Residential Property Fees and Guidance

... finding solutions. Expert, affordable legal advice when you need it the most

Committed to effective legal solutions for you

“Success comes from hard work and having a team of people who are on hand to give you the support you need. We work in partnership with our clients and take a proactive approach to managing our relationship. We strive to ensure that you can leave any problems behind with us and we’ll resolve them for you. We want clients to feel valued; this charter is at heart of what we do”.

Hutton's (Founding Partners)

Why Use Hutton's?

We deal with a full range of property matters and advise both buyers and sellers, as well as residential landlords and tenants on all aspects of property law and procedure.

In addition, we also offer fixed fees for deeds of trust, deeds of gift and other property documents. Our team can also assist with Independent Legal Advice and occupier forms which are often required by lenders as part of typical mortgage-backed transactions.

Unlike a lot of firms, our team is geared towards being small and specialised. This means that you have a dedicated person appointed to you from the outset who will be there by your side every step of the way.

We aim to be competitive on fees and will aim to beat any like for like solicitor fee estimate. We expect to deliver high standards of service and understand what an important step this is for you; we will be there to support you on this step and every step which follows.

If you require a fee estimate or simply want to have a chat about your proposed transaction, then please do not hesitate to contact one of team or drop us an email at hello@huttonslaw.co.uk

We like to remain competitive in fees and details of our fee estimates can be obtained by following the attached link and clicking on the **“INSTANT ESTIMATE” blue tab** located to the right-hand side of our web page for an immediate no obligation fee estimate and tax calculation.

Our Offices

All our offices are modern and visitor friendly. Parking is available for your visit and we can deal with most matters digitally so as to minimise your paperwork and ensure that your transaction proceeds as promptly as possible.

Hutton's Fee Schedule – January 2025

Our fees cover the work the typical work that is 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.

Our fee estimate assumes the following key facts:

- the transaction is concluded in a timely manner and no unforeseen complication arise. We typically allocate up to 6 hours as part of our estimate, but should eventualities materialise then we will update you so that you can make an informed decision about how you want to proceed.
- all parties to the transaction are reasonable in terms of response times and there is no unreasonable delay from third parties providing documentation
- no indemnity policies are required. Additional disbursements will apply if indemnity policies are required of £60 + VAT plus the fee for the policy.
- this is a standard transaction, and 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

Disbursements

Disbursements are costs we generally pay in your behalf related to your matter that are payable to third parties, such as Land Registry. We handle the payment of the disbursements on your behalf to ensure things moving along. There are certain disbursements which will be set out in the individual lease relating to the Property.

The disbursements which we typically anticipate will apply are set out separately below. This list is not exhaustive, and other disbursements may apply depending upon various factors. Some will be compulsory and others highly recommended, we will discuss these with you when we have more details about the property and its location.

Please note that not all solicitors quote for every search that is listed during the course of a purchase, which can obviously result in the overall transaction price appearing to be less than ours online estimate generator. Our fee estimates are linked to an online database of all properties so that we can be as accurate as possible in our estimate.

- For your protection, and the protection of your lender, we usually recommend flood and environmental reports. This examines whether the property maybe situated on or near land which could be susceptible to flooding or close to environmental factors which could either impact the quite enjoyment of your property or its future value. Please let us know if you wish us to carry out this search and we will provide you with a quotation.
- We can also obtain various types of searches which provide important and useful information about matters such as planning activities, environmental issues etc around the property you are intending to purchase including but not limited to school performance indicators, council tax rates, amenities and education, crime rates, insurance claims, population demographics and housing types and average prices. Please let us know if you wish us to carry out either of these searches and we will provide you with a quotation.

In addition to the above there may be:

- estate agents fees (if selling via an estate agent or broker)
- an administration fee payable to the freeholder/managing agents for providing replies to enquiries (if applicable).

- In order to protect you our policy is to check that the identity of your buyer's conveyancer using Lawyer Checker at a cost of £17 plus VAT. Unfortunately, criminals aren't only stealing the identities of individuals; there are a number of cases where criminals are stealing the identities of legitimate legal firms in order to steal houses and purchase funds and we want to protect you from this threat.

Lawyer Checker allows us to check the account details of the buyer's conveyancer's firm against a database of previous conveyancing transactions. The results provided by the service will help us to better assess the risk associated with your transaction.

Leasehold Properties

Generally Leasehold Properties have added disbursements caused by the fact that notice has to be served upon all parties to the Lease, which can often include a Management Company and Landlord.

Typical fees we come across which are charged by Landlords and Managing Agents are listed below, but please be aware that these can **vary greatly**.

- Notice of Transfer fee – This fee if chargeable is set out in the lease. Often the fee is between £0- £250 plus VAT (but could be more than this).
- Notice of Charge fee (if the property is to be mortgaged) – This fee is set out in the lease. Often the fee is between £0- £250 plus VAT (but could be more than this).
- Deed of Covenant fee – This fee is provided by the management company for the property and can be difficult to estimate. Often it is between £0 and £250 plus VAT (but could be more than this).
- Certificate of Compliance fee – To be confirmed upon receipt of the lease, as can range between £0 and £250 plus VAT (but could be more than this).

In most instances ground rent and service charges will apply throughout your ownership of the property. We will confirm the ground rent and the anticipated service charge as soon as we receive this information.

Stamp Duty or Land Tax

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using [HMRC's website](#) or if the property is located in Wales by using the [Welsh Revenue Authority's website](#).

Please note that the above pricing applies to conveyancing work in which we are instructed direct by the buyer or seller and not via a third party. An alternative fee structure may apply if your instructions are referred to us via an arrangement with a third party

What are the Stages?

Standard stages of the typical residential process:

The precise stages involved in the purchase of a residential property vary according to the circumstances. However, below we have suggested some key stages that you may wish to include:

- Check finances are in place to fund purchase and contact lender's solicitors if needed
- 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
- Take your instructions and give you initial advice
- Obtain pre-completion searches

- Draft Transfer
- Advise you on ownership options
- 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
- Deal with any leasehold notice requirements to the landlord or Management Companies.

How Long will it Take?

The average process takes between 6-12 weeks.

It can be quicker or slower, depending upon the chain. For example, if you are a first-time buyer, purchasing a new build property with a mortgage in principle, it could take 6 weeks. However, if you are buying a leasehold property that requires additional work such as a lease extension or deed of variation generally, then this can take significantly longer, between 12 and 16 weeks. In such a situation, we would notify you of any delays and additional charges would apply.

The anticipated time scale for the completion of this matter would normally be approximately 8-12 weeks. Please bear in mind that this is subject to fluctuation as the speed is predominantly governed by the speed at which any mortgage offer is processed, the enquiries raised and any subsequent action required and any related transactions.

Who will be dealing with my case?

Details of lawyers who may work on the matter

Name of individual undertaking the work	Role	Qualifications	Year qualified	Complexity or type of issues they typically deal with
Tristan Agland	Partner and Head of Team	Solicitor	2008	All aspects of complex commercial and residential conveyancing
Huw John	Senior Associate	Solicitor	1992	All aspects of residential conveyancing
Carly Enright	Paralegal			All aspects of residential conveyancing and commercial property.

Details of Supervisors

Name of the individual undertaking the work	Qualifications	Year qualified	Complexity or type of issues they typically deal with
Tristan Agland	Solicitor	2008	All aspects of residential conveyancing, commercial property, telecoms, and residential property as well as contentious or unique title problems.
Huw John	Solicitor	1990	All aspects of residential property

We are committed exceeding your expectations and are proud to hold the Law Society's Lexcel accreditation, only awarded to firms with the highest standards of management and client care.

In addition, we have been awarded the Law Society's Conveyancing Quality Scheme Accreditation which sets our Property Department apart, recognising that we have the mark of excellence in good and efficient practice management standards for all residential property



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