

# A quick guide to selling your property

01

## Instruct a conveyancer

When selling your property, you will first need to instruct a conveyancer, ideally one that is approved by the Conveyancing Quality Scheme (CQS). They will handle the legal aspects of your sale.



02

## Pre-contract

Your conveyancer will send a pack of information they have compiled about your property to the buyer's conveyancer for review. If the property is leasehold a further pack of information will need to be obtained from the Management Company.



03

## Enquiry

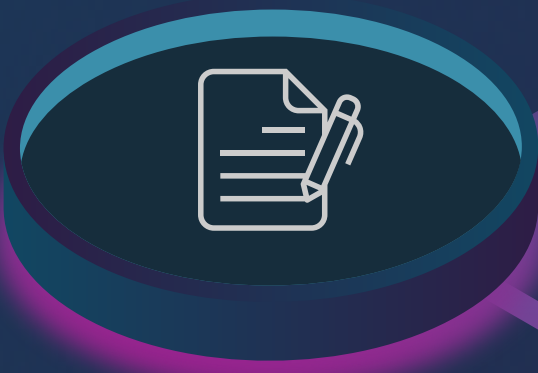
Your buyer's conveyancer will raise any queries with your conveyancer, which they and you will need to answer.



04

## Terms of contract

When all enquiries are satisfied and the terms of Contract agreed, the Contract and Transfer Deed can be signed.



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## Exchange of contracts

When both you and your buyer have the signed Contract and the buyer's conveyancer has received the buyer's deposit, a completion date can be agreed, which allows for the formal exchange of Contracts to take place.



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## Completion

Legal completion will take place on the agreed date when your conveyancer is in receipt of the funds from the buyer's conveyancer. The keys for the property will then be released to your buyer.



Find out more at:  
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