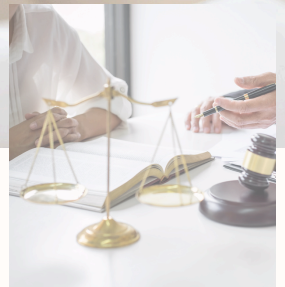


A GUIDE TO THE

# Conveyancing Process



**GREEN OLIVE**  
Mortgage Solutions

## INTRODUCTION

# Who are we?

Green Olive have teamed up with Movin' Legal to provide a comprehensive selection of conveyancers. We understand that the conveyancing process of purchasing, selling & re-mortgaging a property can be daunting and to make you aware of the process we have put together this helpful guide

Once your property has been found and the offer is accepted you can start the conveyancing process. Green Olive will use the Movin' Legal portal to instruct the conveyancer, certify your ID and upload it securely to the conveyancer who will be dealing with your case. You will have a named conveyancer who will deal with your case from start to completion.



Working with solicitors can sometimes feel overwhelming with all the confusing jargon! That's why I'm really excited about using Movin' Legal through Green Olive - it can simplify the entire process and make everything so much easier! Let's take that stress away together!

*Laura*

## RETURNING THE welcome pack

All the conveyancers on the panel have 24 hours to make verbal contact with you, to check all your contact information. From there your conveyancer will send you within 48 hours either via email or post the Welcome Pack. It is important to understand that until the Welcome Pack is returned your conveyancer cannot start acting on your behalf and the process cannot begin.

## ABORTIVE TRANSACTION cover



All residential clients purchasing a property receive FREE abortive transaction cover, which is Movin Legal's gift to you. The product covers you up to £600 of legal, survey and arrangement fees if :

- The seller pulls out
- There is a critical illness or death of any of the purchasers
- Gazumping of £1k or more
- If there is a 10% or more down valuation
- If there is any damage to the property equating to 10% or more

SELLERS

# solicitors



Searches cannot be ordered until the Welcome Pack is returned, and the sellers conveyancer has sent the draft contracts including plans. Once they have been returned, your conveyancer can move to the next part of the process. At this time, you will be asked for a case opening fee, which can be between £300 - £400 dependent on the firm.

MORTGAGE

# offer

Your conveyancer will get the Mortgage Offer in writing from the mortgage lender. It's important to note that conveyancers usually hold off on ordering the searches until the mortgage offer is in hand. This approach is designed to protect you. If the mortgage offer falls through after the searches have been ordered, you could end up responsible for the search costs. If you have any questions or need further clarification, feel free to reach out!



## LOCAL

# searches

Searches on the property & the surrounding area are needed to be carried out to ensure there are no issues. Many of the searches are relatively quick to be returned, however the Local Authority Search can take some time to complete. They average from between 15 - 60 working days to complete, although some local authorities may offer an expedited service.



## RAISING AND RECEIVING

# enquiries

Once the searches are returned, your conveyancer will raise enquiries with the seller's solicitors to check that the property is not subject to any restrictions. Once these enquiries have been raised, your conveyancer will have to wait for a response from the seller's solicitors. It is worth noting that this is a back and forth process which is repeated more than once, until your conveyancer is legally satisfied that all the enquiries have been fully completed.

# contracts

When the searches and enquiries have been fully satisfied you will be sent all the contracts, which will need to be signed and returned to your conveyancer promptly.



## EXCHANGE &

# completion

Once you've signed and returned the documents, we can then schedule the date(s) for the exchange and completion. Please remember that the keys to the property will only be available for collection from the estate agent after completion has taken place. Also, keep in mind that the exchange and completion may not necessarily happen on the same date.

*This document aims to provide a clear and detailed overview of the conveyancing process. However, it's important to understand that each case is unique, so the timeframes mentioned are subject to your specific circumstances. If you have any questions or need further clarification, feel free to reach out!*

