Wykeham & Co

How We Help You Sell Your Home

Selling a home involves a few key legal steps, and we'll guide you through each one with clear explanations so you always know what's happening and what comes next.

1. Getting started and identity checks

Once your offer is accepted, we begin by confirming your identity; a legal requirement for every seller. We'll send you a secure link to our online portal to complete this quickly and easily.

2. Completing your property forms

Next, we'll ask you to complete a set of standard forms about your property. These help the buyer understand exactly what they're purchasing and include:

- Property Information Form (TA6): details about the property and any matters the buyer should know
- Fittings & Contents Form (TA10): confirming what's included in the sale price
- Leasehold Information Form (TA7): only if the property is leasehold

If your property is part of a development or estate with service charges, we may also need to request a Management Pack from the managing agents. This provides important information about service charges, planned works and how the property is managed.

3. Preparing and sending the contract

We'll obtain your title documents from HM Land Registry and prepare the draft contract, then send everything to the buyer's solicitor along with the forms you've completed.

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4. Answering enquiries

The buyer's solicitor will check the legal title, review search results and raise any questions. We'll work closely with you to provide clear, prompt responses.

5. Signing and exchange of contracts

Once all enquiries are satisfied, we'll ask you to sign the contract.

On exchange, the sale becomes legally binding and a completion date is confirmed. The buyer will usually pay a 10 per cent deposit at this stage.

6. Preparing for completion

Between exchange and completion, we'll:

- Request a redemption figure from your mortgage lender
- Receive the estate agent's invoice
- Prepare your final completion statement

We'll make sure you're clear on timings and what's needed before moving day.

7. Completion day

On the day of completion, we'll receive the funds from the buyer's solicitor, redeem your mortgage and authorise the estate agent to release the keys.

We'll send any remaining balance to you (unless it's needed for your onward purchase).