robertwehbe & PARTNERS SOLICITORS

Tel: 9689 1769

Sale Flow Chart

You decide to sell your property

We receive your instructions and explain to you our service and the likely stages ahead

We send you a Cost Agreement and Property Questionnaire

You return signed Cost Agreement, the completed Property Questionnaire and pay our initial disbursements

We prepare a Contract and forward to your real estate agent if applicable

Buyer found and price negotiated

Agent will either exchange contracts with a cooling off period or send Sales Advice to our office

Upon receipt of Sales Advice, we send Contract to purchasers solicitor

We arrange for you to attend our office to sign the Contract and relevant lender's Discharge Authority

Contracts negotiated and then we arrange for exchange of contracts

CONTRACTS EXCHANGED

We write to you confirming exchange of contracts and likely settlement date

TWO WEEK PERIOD

We arrange with your lender to prepare a discharge of mortgage and make ready for settlement

We contact your agent to confirm deposit being held and their commission due on settlement

We supply purchaser's solicitor with property particulars and reply to their requisitions

We receive the Transfer from the purchaser's solicitor and arrange with you to have it signed

We finalise and discuss with you the settlement figures and you advise how the balance of the funds are to be drawn

You vacate the property in readiness for settlement, leave neat and tidy and disconnect the services

SETTLEMENT

We hand over to you cheque(s) from the balance of the settlement funds or we can directly deposit into your nominated account

We notify your agent to release the balance of the deposit to you

We send you a final settlement letter confirming all the figures for your records

SIX WEEK PERIOD