

**Purchasing A House Checklist**

- Instruct Solicitors
- Find out when you need to give notice to your landlord (if appropriate)
- Fill in forms, provide ID and any fees requested by Solicitors
- Apply for Mortgage if needed
- Draft contracts received by Buyers Solicitors
- Mortgage Valuation/Survey booked
- Searches Applied for if needed
- Enquiries raised, also if any further surveys required – these will need to be arranged
- Mortgage Offer received
- Transfer Deed & Contracts to be signed – get dates/book van
- Deposit made available to solicitor (need to be cleared before contracts can be exchanged), Completion Date agreed
- Building Insurance arranged
- Exchange of Contracts (sale becomes legally binding)
- Completion – Keys handed over (Normally around lunchtime)

**Consideration regarding timescale will need to be given to other parties in the chain.**