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Conveyancing statement

Buying or selling a home can be an intimidating process. The conveyancing process is integral in the purchase, sale, leasing or transferring of a new property. A plethora of steps are needed to be carried out in time for successful completion. At WRJ solicitors we take a personal approach in dealing with this daunting process. We provide regular and coherent updates to our clients about their transactions. We also provide ourselves with keeping the people in the chain updated as well regarding completion dates and other vital information. We operate under SRA guidelines ensuring the process is done in a complaint way and that it is both fast and professional.

Our Conveyancing team are specialists in (Commercial) :

Client care : As part of our corporate ethos, we put client care at the top of our priorities in all departments. Client care forms a main theme in our conveyancing process. We send a letter out to all our clients detailing our client care procedures. We outline our responsibilities as a firm, the services offered and what documents are needed from the client. In this letter we promise to provide excellent service with regular and coherent updates. We pride ourselves on performing excellent client care and see it as an integral part of our service.

Searches: Searches are integral to the Conveyancing process. When purchasing a new property, it is required to carry out thorough searches on a property before purchasing. These searches need to be carried out by a conveyancing solicitor on behalf of the purchaser. These searches include local authority searches which check the properties boundaries, Chancel liability searches which investigate whether property is liable to pay chancel liability. Searches also provide information about the environment surrounding the property such as environmental damage, water drainage, mining reports and any charges on the property. At WRJ we are happy to carry out these essential property searches to the best of standards.

Drafting contracts: Drafting contracts is also essential in the conveyancing process. Drafting contracts is needed for there to be able to be negotiation and compromise on the terms of the conveyancing contract as well performing essential checks before and exchange of contracts take place.

Exchanging contracts: This is another important aspect of the conveyancing process, the exchange of contracts. When both the vendors and their solicitor, our client and conveyancer are happy with the contract they set a date

WRJ Solicitors is the trading name of Woodland Rothbury Jessel Solicitors Limited, registered in England & Wales under Company No. 09295824, authorised and regulated by the Solicitors Regulation Authority No. 618949. The Solicitors Regulation Authority Rules can be accessed by visiting the Solicitors Regulation Authority website at <http://www.sra.org.uk/solicitors/handbook/welcome.page>

A list of Directors can be found at the company's registered office 27 Bath Street, Leamington Spa, Warwickshire, CV31 3AF.

Any reference to partner in relation to the firm means a Director of the Company or an employee or consultant of equivalent standing and qualification.

This firm does not accept service of documents by way of email or fax.

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to exchange contracts. This exchange is integral as it shows both parties are happy with the contract and the terms and conditions mentioned within them. Our conveyancing team at WRJ are well versed in this type of Exchange and are happy to help.

Completion day: This is the most crucial step in the conveyancing process and is one of the most important dates in the property transaction. On this day the services of a professional conveyancing solicitor are essential. The conveyancer deals with and handles the exchange of funds for the purchase of the property. The conveyancer also deals with the stamp duty on the property and whether that needs to be paid. They also arrange for the exchange of keys and register the property with the land registry on the instruction of the property owner.

The Commercial Conveyancing process :

The commercial conveyancing process is similar in many ways to the residential conveyancing process. However, it differs in a key number of areas. At WRJ we pride ourselves in specialising in these two areas of Law.

Pre-contract - Similar to residential conveyancing, at WRJ a trained conveyancing solicitor will carry out pre-contact searches on the commercial property. During a commercial property search CPSE (commercial property standard enquires) will be carried out. These are carried out to ascertain whether there are any pre-existing conditions on the property. If any issues do however arise in these enquiries they will be dealt with by our experienced conveyancing team.

Signing documents

This is another key aspect in the commercial conveyancing process. A report is usually prepared by us, in which appropriate documentation that needs to be signed will be enclosed. This will include, contract, transfer deed, stamp duty form, mortgage deed and lease, freehold lease.

Completion and exchange

Once all the necessary documents have been signed and the deposit cleared a completion date is established by us and the vendor's conveyancer. Any VAT, stamp duty or outstanding transaction that needs to be paid on the property will be outlined by our conveyancing team in a financial report supplied to you. The property if necessary will be registered with Land Registry.

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