

# RADNOR MARTIN

LONDON & THE COTSWOLDS



*selling guide*

*your property buying, selling & search agency*



### *selling*

Selling your home can be stressful, so it is important to choose an agent you can trust, someone who will make the process as smooth as possible? Emma and her team aim to minimise the stress of the transaction and make the experience easy and enjoyable. If you are thinking of selling your home firstly you will require an up-to-date market appraisal. Please contact us to arrange an appointment for advice and informal, no obligation chat. In the meantime, here are a few guidelines which we hope will assist:

### *market appraisal*

The first step when selling your home is to obtain a current market appraisal. We can offer you a free, factual, and accurate overview of the current market value of your home. Drawing on her extensive experience, Emma will provide you with a guide price based not only on her in-depth knowledge of the local area, but also our extensive track record of recent properties sold.

### *instruction and preparation*

As soon as you confirm you would Radnor Martin to sell your property, we will proceed to prepare full marketing details. We ensure these highlight the key features of your property using professional property photographers who, if required, can also set up virtual tours and use drones to capture the best shots and angles. We are 'on hand' to give advice on preparing your property for photographs.

### *marketing*

Once you have seen and approved the particulars of

your home, marketing can commence. If a 'For Sale' board is required, we will liaise with you about this. We have a thriving database of active applicants and connections with the leading buying agents. We embrace the seemingly "old fashioned" approach to regular telephone contact with our prospective buyers, so they get to hear about new instructions or possible "off market" properties before they go on-line. Our website is updated daily, and full colour details of your home will be available online within 24 hours of going on the market. In addition to our own site, we also utilise the national property portals including Rightmove, Zoopla, Prime Location and On the Market to ensure your property is given the best possible exposure.

### *viewings*

All our viewings are accompanied in person, you do not need to be present. We may ask if you would be happy to attend on a second or third visit to answer any questions a buyer may have.

### *feedback*

We aim to deliver honest feedback from viewings within 24 hours, or sooner if possible. This, coupled with bi-weekly updates about our progress and any references to date from the portals, will give us an indication of how we are progressing with finding a buyer.

### *offers*

Any offers we receive are promptly verbally notified and then followed up in writing. Emma will negotiate between you and the prospective buyer to achieve the strongest overall buying position and best achievable price for your home. Building strong relationships with

the buyers enables us to negotiate better on your behalf when it comes to agreeing a sale. She will inform you of the position of the buyers (checking with any agents in the chain and securing evidence of (cash/mortgage agreements) and liaise with you until an accepted offer has been agreed. Should you require your sale to be completed by a certain date, you should notify us of this as part of the negotiation process and we will try to agree this for you wherever possible. At this stage, you should also provide your list of Fixtures and Fittings which will be negotiated separately between the solicitors and will form part of the final contract.

### *updating on your sale*

We are immensely proud of our conscientious approach to the progression of your sale. We aim to keep you regularly appraised of your sales progress right through to completion and liaise with your purchaser, the legal representatives, surveyors, and mortgage lenders in order to ensure that your sale proceeds smoothly and with as little stress as is possible.

### *sale agreed and solicitors*

At this point (if you have not already done so), you will need to instruct a solicitor. Should you require assistance, we will only be too pleased to recommend local firms. The solicitors will then write to all parties and the buyers will instruct a surveyor to conduct a survey of your property (the "agreed sale" is subject to the contract and any survey) and the buyers' mortgage offer (if required) will also be subject to the results of the survey. Your solicitor will now request the title deeds from the lender (if appropriate) or yourselves as the seller and the fixtures and fittings form must be completed at this stage. The solicitors draw up the draft contract which sets out the Terms of the Sale and sends it to the buyers' solicitor together with all relevant documents. Any enquiries will then be raised, the Title Deeds and Lease (if applicable) will be checked, and local searches carried out. Once the draft contracts have been approved, it can be signed by both parties.

### *exchange of contracts*

If the mortgage offer has been received and cleared funds placed with your buyer's solicitor, a mutually convenient date can be agreed upon for the exchange of contracts which will mean that both parties are legally bound to proceed with the transaction. We will be on hand to provide you with a check list of all the services





and utility companies you need to notify about your move, and this is the time when everyone feels comfortable about packing!

### *completion*

The completion and your actual house move typically occurs between 7 to 28 days after exchange but may be a longer period depending on the buyers, sellers, and their respective solicitors. The actual completion time can vary depending on the chain but typically will be before or around 12.00pm on the day of completion. Your removal company will be on hand getting your ready to move to your next property and we will liaise with the solicitors to make sure we can report to you as soon as you have finally completed. We will then meet the new buyers with the keys once we have instructions from your solicitor.

### *sales fees*

Simple, transparent, and fair. Our fees are quite simply 1% plus VAT on the sale price realised. Our fee, which is payable on completion, includes all photography, Energy Performance Certificate, if necessary, brochures, and advertising. There are no 'up front' costs in fact nothing to pay until the day of completion. We do not have a lengthy contract or tie in period in our Terms of Business, we simply ask for 48 hours' notice in writing. We are proud members of The Property Ombudsman and adhere to their strict Code of Practice - [www.tpos.co.uk](http://www.tpos.co.uk)

# RADNOR MARTIN

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