

# SALE

You instruct us & we send you a welcome pack to complete and return

We obtain the title deeds and prepare a 'contract pack'

Contract pack sent to buyer's lawyers

Buyer's lawyers raise any queries they may have

We answer their legal enquiries. We send any enquiries which only an owner can answer to you.

We send you the contract documents to sign and return

We send you a draft financial statement to consider

**COMPLETION** - the day you move

We send you any proceeds of sale or transfer the

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funds for use on your onward purchase