

**1.** Start by deciding your preferred timescale and whether you'll be buying onward. Preparing your property early — decluttering, minor repairs, and good presentation — can help attract more buyers and achieve the best price.

**2.** Arrange a valuation with an estate agent to understand your home's current market value. Your agent will advise on pricing, demand, local market conditions, and a realistic asking price.

**3.** Once you're happy, formally instruct your chosen agent (hopefully us). You'll agree the asking price, agency terms, fees, and marketing strategy before the property is launched.

**4.** Appoint a solicitor or licensed conveyancer as early as possible. They will issue their Client Care Letter and request photo ID, proof of address, and property information forms to begin preparing the legal paperwork.

**5.** An Energy Performance Certificate (EPC) is required before marketing (unless already valid). Your agent will arrange photography, floorplans, and listings, then launch your property on portals such as Rightmove and, as well as to buyer database.

**6.** Your estate agent will manage viewings, handle enquiries, and provide feedback after each appointment. They will keep you informed on interest levels and advise if adjustments are needed.

**7. All offers must be formally presented to you. Your agent will advise not just on price, but also on buyer position (first-time buyer, chain-free, mortgage agreed, etc.). Negotiations may take place until an offer is accepted.**

**10. Your solicitor issues the contract pack to the buyer's solicitor. The buyer's solicitor will raise enquiries, review searches, and request clarification or documentation. Your solicitor will work with you to respond promptly.**

**8. As part of UK legal requirements, sellers must complete AML checks. You'll need to provide ID, proof of address, and basic personal details.**

**11. Once all enquiries are satisfied and both parties are ready, contracts are exchanged. At this point:**

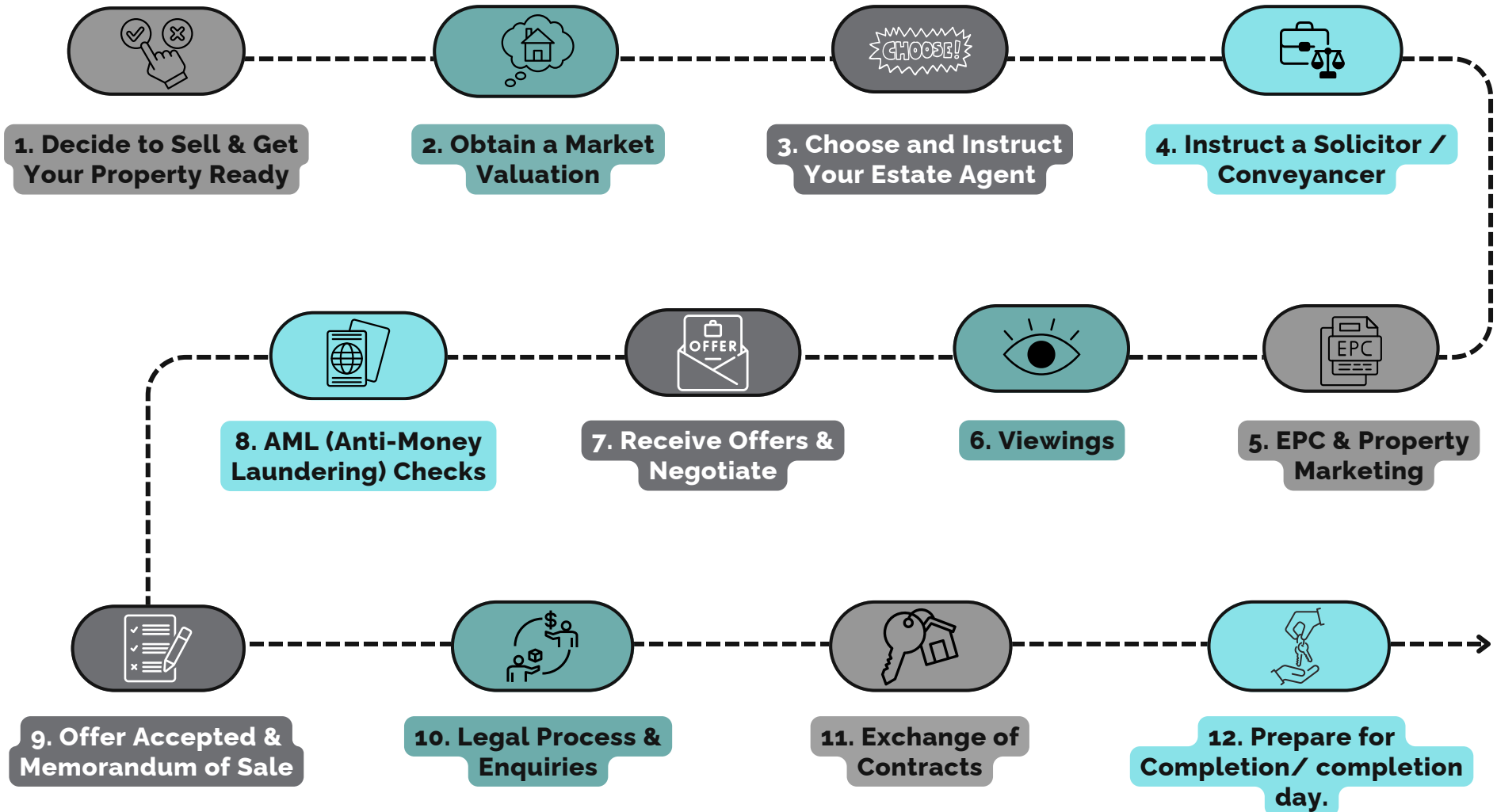
- The sale becomes legally binding
- A completion date is agreed
- The buyer pays their deposit

**9. Once an offer is accepted, your agent will issue a Memorandum of Sale to you the buyer and both solicitors confirming the agreed price and details so the legal process can begin.**

**12. Before completion, you'll arrange removals, organise meter readings, redirect post, and ensure the property is cleared and ready for handover.**

**On completion day, the buyer's solicitor transfers the funds to your solicitor. Once received, keys are released via the estate agent and ownership officially transfers.**

# Step-by-step guide the for selling process



\*Turn over to see steps in more detail\*