



MORRIS MARSHALL & POOLE



a guide to
SELLING A HOME

Chartered Surveyors | Auctioneers | Estate Agents | Established 1862

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THE SELLING PROCESS

- **Choosing an estate agent:** the estate agent markets your property and tries to make sure you get the best possible deal, you pay them a fee for acting on your behalf, so you need to make sure you employ a reputable firm. It's a good idea to choose a local estate agent with experience of selling properties like yours.
- **Marketing your property:** your chosen agent will advise on the best way to sell your property. They will also tell you how much you can realistically expect to get. Once you enter into a contract with an agent, they have to give you details, in writing of their charges and services.
- **Agreeing the sale:** most property is bought and sold through estate agents. Once a marketing figure has been put on the property, you will find that most buyers will put in offers. You will find negotiation around making and accepting an offer can be a lengthy process. You should ensure that you answer any queries that may be raised during negotiations. Most sellers feel more comfortable if their agent does the negotiating for them. All offers on the property must be forwarded onto the seller by the estate agent. It is up to the seller how much they are willing to accept. The estate agent is pivotal in the negotiation process in ensuring that you reach an agreed price with the buyer.
- **Instruct your solicitor:** you will need to employ a solicitor to handle the legal aspects of selling your home. Once a buyer has been found for the property your solicitor will liaise with the estate agent and the buyer's solicitor. Your solicitor will also be involved in negotiating the contract, exchange of contracts and ensure completion through transferring the legal title and funds.
- **Exchange of contracts:** after all the enquiry forms and contracts have been signed and returned, this is the point at which it is time to exchange. A date will be agreed for completion, ie the date that the seller will need to move out of the property. This is the stage at which the sale becomes legal and binding.
- **Completion:** the date of moving will have been agreed by both parties. On completion day the funds will be exchanged between solicitors and the keys will normally be left with the estate agent for collection by the buyer.

Other Guides available from Morris Marshall & Poole:

A guide to Renting

A guide to Surveys and Valuations

A guide to Property Auctions

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