

## What you can expect

As a member of the CQS we meet the high standards the Law Society sets to ensure that we give clients a professional and quality conveyancing service. We are committed to observing the Law Society Conveyancing Quality Scheme Client Charter.

### As a CQS conveyancer we will:

- Explain clearly the steps in the sale or purchase process
- Tell you what you can expect from us
- Tell you what the costs will be
- Keep you informed about progress
- Treat you fairly
- Be polite and professional
- Respond promptly to your enquiries
- Tell you about any problems as soon as we are aware of them
- Ask for your feedback on our service

Only Law firms that meet the Law Society's high standards and have been through a comprehensive vetting procedure will be able to display the quality mark.



## Why use Timms?

With four offices across the East Midlands, Derby, Swadlincote, Burton Upon Trent and Ashby de la Zouch, our breadth of experience and knowledge allows us to provide a diverse range of services from residential and commercial conveyancing, employment law, childcare and family law, wills and probate to personal injury and clinical negligence.

We pride ourselves in our friendly, approachable manner whilst maintaining a professional practical relationship.

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**Derby**  
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**Burton**  
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Swadlincote  
DE11 9DG

For further information visit  
[www.timms-law.com](http://www.timms-law.com)



## Helping you on your way

**As soon as you decide to move house you need to think about who is going to deal with the legal side of things for you.**

Our residential property team specialise in the legal process of transferring property from one person to another (conveyancing) but if you contact us earlier enough we can also help you:

- Choose an Estate Agent
- Get an Energy Performance Certificate so that you can market your property for sale quickly
- Budget, by giving you a detailed breakdown of costs involved
- Understand the process and give you guidance on timescales
- Speed up your property sale by getting detailed information from you at the outset of your transaction

## Protecting your prized possession

**Your house is a valuable asset as well as your home. It is likely to be the most expensive item that you will buy during your lifetime.**

Legal advice is like any other service - cheapest is rarely best and quality is often compromised. Would you really want to trust the purchase of your home to someone who may be inexperienced and unqualified?

Imagine how you would feel if you moved into your new home only to find that you do not own part of the garden, or that the next door neighbour has a right of way over your property that you didn't know about. Your dream home could soon turn into a nightmare.

Buying a house is an important step. You need advice from an experienced and qualified legal team.

## Helping you through the process

The legal process is split into 3 basic stages:

### 1) Pre-Contract

Once offers have been accepted there is an 'information gathering' stage. The buyer's conveyancer checks the contract package issued by the seller's conveyancer, raises any enquiries, carries out searches and receives the buyer's mortgage offer and any survey.

Once satisfactory checks are completed the seller and buyer will be asked to sign identical contracts.

Either the buyer or seller could withdraw during this stage without having to pay a penalty to the other. To avoid stress and uncertainty our aim is always to get to the next stage as quickly as possible.

### 2) Exchange

When both buyer and seller are ready, the conveyancers exchange contracts over the phone and then physically exchange by post. The completion date is then fixed. Both buyer and seller are now legally bound to sell and buy. If either withdraws they will have to pay a penalty to the other.

### 3) Completion

This is when the money changes hands and the move takes place. The actual time of completion depends on when monies are received but this is generally around mid-day.

A straightforward transaction can take approximately 6 - 8 weeks but timescales do vary. You need to get the right advice so that any problems that do arise are identified and resolved quickly.