



Taylor *Bracewell*
Your solicitors | Your success

Commercial Property fees information

Leases acting for a Landlord – Starting from as little as £1,120 plus VAT and disbursements

The fee includes:

- Taking your instructions on what has been agreed. This can be done at an initial meeting with you or your Agent.
- Advising you on any issues arising from the heads of terms agreed.
- Checking your title and identifying any issues arising.
- Drafting the lease.
- Dealing with replies to standard property enquiries, known as CPSE enquiries.
- Negotiating the lease with the tenant's solicitor.
- Keeping you and your Agent appraised throughout.
- Arranging for the lease to be signed.
- Obtaining lender's consent to the lease (if required).
- Completion of the lease.
- Storage of the lease in our strong room.

Time scale

If straightforward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Leases acting for the Tenant – starting from as little as £1,120 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.
- Amending the lease to reflect your instructions.
- Negotiating the lease with the landlord's solicitors.
- Raising and considering the standard property enquiries, known as the CPSE enquiries.
- Checking the landlord's title and making sure they have good title to grant the lease to you.

- Carrying out property searches and considering the results and reporting to you.
- Drafting a report on the lease with our recommendations.
- Obtaining and reporting on property searches (if required).
- Keeping you appraised throughout.
- Arranging for the lease to be signed.
- Completion of the lease.
- Completing the stamp duty land tax return and filing this with the Inland Revenue.
- Dealing with registration requirements at the Land Registry (if necessary).
- Storage of the lease in our strong room.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Report on Lease only – starting from as little as £695 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting.
- Drafting a report on the lease with our recommendations.
- Keeping you appraised throughout.

Time scale

The whole process can usually be completed within 1 to 2 weeks or more quickly if required from receipt of the lease.

Lease Assignment acting for the landlord – starting from as little as £1,120 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you or your Agent.
- Obtaining information from the tenant's solicitors including references and an undertaking to pay the landlord's legal fees.
- Considering the lease and the requirements for assignment.
- Drafting the licence to assign.
- Drafting the authorised guarantee agreement.
- Agreeing the documents with the tenant's solicitors.
- Arranging for the deed of assignment and authorised guarantee agreement to be signed.

- Completion of the assignment.
- Storage of the lease and assignment documents in our strong room.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Lease Assignment acting for the tenant – starting from as little as £1,320 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.
- Obtaining information from the landlord's solicitors on the landlord's requirements.
- Considering the lease and the requirements for assignment.
- Giving the undertaking to pay the landlord's solicitors legal fees.
- Negotiating the licence to assign and authorised guarantee agreement.
- Reporting on the lease.
- Raising and considering the standard property enquiries, known as the CPSE enquiries.
- Obtaining and reporting on property searches (if required).
- Keeping you appraised throughout.
- Arranging for the deed of assignment and authorised guarantee agreement to be signed.
- Completion of the assignment.
- Dealing with registration requirements at the Land Registry (if required).
- Storage of the lease and assignment documents in our strong room.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Licence to Occupy/Tenancy at Will – starting from as little as £720 plus VAT and disbursement

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you or your Agent.
- Drafting the Licence to Occupy or the Tenancy at Will.
- All negotiations with the other solicitors.
- Keeping you appraised throughout.
- Arranging for the Licence to Occupy/Tenancy at Will to be signed.
- Dealing with completion.

- Storage of the Licence to Occupy/Tenancy at Will in our strong room.

Time scale

The whole process can usually be completed within a few days or more quickly if required with the co-operation of all parties

Assured Shorthold Tenancy – starting from as little as £595 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.
- Drafting the Assured Shorthold Tenancy Agreement.
- Obtaining lender's consent to the Assured Shorthold Tenancy (if required).
- Arranging for the Assured Shorthold Tenancy to be signed.
- Completing the Assured Shorthold Tenancy.
- Storage of the Assured Shorthold Tenancy Agreement in our strong room.

Time scale

The whole process can usually be completed within 1 to 2 weeks with the co-operation of all parties.

Commercial Property sale – starting from as little as £1,120 plus VAT and disbursements

The fee includes:

- Taking instructions from you or your Agent on what has been agreed. This can be done at an initial meeting with you or your Agent.
- Obtaining your title deeds and identifying any issues arising.
- Dealing with replies to standard property enquiries, known as CPSE enquiries.
- Drafting the Contract.
- All negotiations with the buyer's solicitors.
- Keeping you and your Agent apprised throughout.
- Approving the Transfer Deed.
- Liaising with your lender to repay the mortgage.
- Arranging for the Contract and Transfer Deed to be signed.
- Dealing with exchange and completion.
- Preparing a completion statement and agreeing this with you.
- Sending monies to repay any mortgage and the balance to you.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Commercial Property Purchase – starting from as little as £1,220 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.
- Checking that the Sellers have good title and reporting any issues to you.
- Raising property enquiries, known as CPSE enquiries and considering the replies.
- Carrying out property searches and considering the results and reporting to you.
- Drafting a report on the property with our recommendations.
- Considering and agreeing the Contract documentation.
- Drafting and agreeing the Transfer Deed.
- All negotiations with the Sellers solicitors.
- Keeping you appraised throughout.
- Dealing with your mortgage and your lender's requirements.
- Arranging for all the documents to be signed.
- Obtaining the mortgage money from your lender and any balance from you.
- Dealing with exchange and completion.
- Preparing and filing a stamp duty land tax return.
- Registering your ownership at the Land Registry.
- Supplying you with the title information document following registration.
- Storage of any deeds in our strong room.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties.

Commercial Mortgage – starting from as little as £1,075 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.
- Checking your title and reporting any issues to you.
- Carrying out property searches and considering the results and reporting to you.
- Keeping you appraised throughout.
- Dealing with your mortgage and your lender's requirements.
- Advising you on the terms of the mortgage.

- Arranging for all the documents to be signed.
- Reporting to your lender.
- Obtaining the mortgage money from your lender.
- Dealing with completion.
- Registering the mortgage at the Land Registry.
- Supplying you and your lender with the title information document following registration.
- Storage of any deeds in our strong room.

Time scale

If straight forward the whole process can usually be completed within 4 to 6 weeks with the co-operation of all parties

Business sale – starting from as little as £1,395 plus VAT and disbursements

The fee includes:

- Taking instructions from you or your Agent on what has been agreed. This can be done at an initial meeting from you or your Agent.
- Obtaining your title deeds and identifying any issues arising.
- Due Diligence including dealing with replies to business and property enquiries, known as CPSE enquiries.
- Drafting the Business Sale Agreement.
- All negotiations with the buyer's solicitors.
- Keeping you and your Agent appraised throughout.
- Approving the Transfer Deed.
- Liaising with your lender to repay the mortgage.
- Arranging for the Business Sale Agreement and Transfer Deed to be signed.
- Dealing with exchange and completion.
- Preparing a completion statement and agreeing this with you.
- Sending monies to repay any mortgage and the balance to you.

Time scale

If straight forward the whole process can usually be completed within 6 to 8 weeks with the co-operation of all parties.

Business Purchase – starting from as little as £1,395 plus VAT and disbursements

The fee includes:

- Taking instructions on what has been agreed. This can be done at an initial meeting with you.

- Due diligence including raising business enquiries and considering the replies
- Drafting a report on the business and the property with our recommendations.
- Considering and agreeing the Business Sale Agreement.
- All negotiations with the Sellers solicitors.
- Keeping you appraised throughout.
- Arranging for all the documents to be signed.
- Dealing with exchange and completion.

Time scale

If straight forward the whole process can usually be completed within 6 to 8 weeks with the co-operation of all parties.

Disbursements

These vary but generally include the Land Registry fees and any Stamp Duty. More details about these can be found by clicking on the links below:

<https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax>

<http://landregistry.data.gov.uk/fees-calculator.html>