

Contact:

LEAD Conveyancing

P: +61 02 8031 7748

E: info@leadconveyancing.com.au

QUOTE:NSW Selling Existing Unit

This is a fixed fee quote for a standard conveyance service. All required 3rd party searches and disbursements are additional to our service fee (charged with no additional markup to you) and you get our Constant Communication Guarantee. Once you engage us, if we don't respond to your email or voice mail within 48-business hours, we'll deduct \$100 from your fee (no questions asked!).

Our fees are payable in two parts



Fees are billed as follows for the Conveyance

PART A

When we receive your instructions. We will need these funds deposited into our trust account before we commence work.

Service	Contract of sale drafting, initial letter/work, document preparation and exchange	\$199.00
Searches	Prescribed document searches Based on current information	\$663.12
Total		\$862.12

PART B

Payable when you reach completion date. There are no Part B fees for terminations under finance, buyers inspections or cooling off.

Service	Property Lawyer/Solicitor time, labour and settlement preparation	\$1,000.00
Total		\$1,000.00

Break down of 3rd Party Costs (Disbursements). Estimated costs included in Part A and B.

Title search	\$18.93	Copy of Plan	\$19.14
eCOS	\$17.77	Dealing and Instrument	\$18.94
Section 47 (Land Tax Clearance) Certificate	\$75.50	Sewer Service Diagram (Sydney Water)	\$21.96
Section 149/10.7 (Planning) Certificate	\$233.50	Service Location Diagram (Sydney Water)	\$108.56
Section 184 (Strata Management) / Section 26 (Community Management) Certificate*		(if selling unit/apartment)	\$148.82

*If applicable

*Cost of all disbursements are estimates only and subject to the costs charged by the authorities at the time of ordering

*Cost of dealing and instrument search is \$15.09 per dealing image. The total cost of dealing searches will be subject to the number of affectations registered on title.

Our service is subject to our cost disclosure (terms of service) **See next page

*Estimated total professional fee includes dealing with enquiries from and negotiating contract terms with one prospective purchaser. Additional costs of \$165.00 applies when dealing with each additional purchaser's enquiries.	Estimated Total Prof fee including GST	\$1,199.00
**Disbursements based on Sydney	Estimated Search Costs	\$663.12
	Estimated Total Fees (including GST)	\$1,862.12

Why choose LEAD Conveyancing for your property transaction?

We're a Law Firm registered with the Law Society NSW that practices only in residential conveyancing. We've also won the Best Service Word Of Mouth Award and the APAC Best Retail Residential Legal Practice Award.

Reply YES to the email to accept.



Frequently asked questions:

How long does it take to complete the contract drafting?

We can begin drafting the contract within 24 hours of receiving your instructions and the relevant information from you. You just need to complete a questionnaire for us over the phone or via email, whichever way you prefer. The contract can then be issued to the agent as soon as the last of the prescribed document certificates return from the authorities (maximum average authority quoted timeframe is ten (10) days). You will need to deposit the funds for Part A into our trust account for us to commence drafting the contract.

Are there other costs I should be aware of?

There are costs charged by other parties for the conveyance which you will need to budget for as well. To assist you, we have provided the below information:

PEXA fee	\$137.39
Verification of Identity	From \$16 Each

How do I get started?

We can start work for you as soon as you:

- provide us with your instructions to proceed either verbally or in writing; and
- provide us with a copy of your latest **rates notice**.

Acceptance

Reply to this email with the word "YES" to accept the quote so that we can get started.

Please make sure you are satisfied with our transparent cost disclosure (<http://leadconveyancing.com.au/cost-disclosure>) and scope of works that details all the comprehensive legal work we'll deliver for you. Note that our quote is for a standard conveyancing for a standard NSW residential property that costs less than \$3-million dollars, additional costs for which start from \$273.90.

Once you have done that you can expect to receive a call from a friendly staff member. Please let them know your wishes (expedited settlement time, any details worth us knowing, etc). In the meantime if the Real Estate Agent is asking for our Solicitor details for your Contract of Sale, you can give our Head Office details. Your file will be assigned to the closest local office near you:

vendor's solicitor

LEAD Conveyancing

Suite 17, Level 4, 3 Spring Street, Sydney NSW 2000 Australia

Phone: 02 8031 7748

Fax:

Ref:

Email: info@leadconveyancing.com.au

Priority Fees for when settlement in:			
21 days or less	\$198.00	7 days or less	\$328.90
14 days or less	\$249.70		

