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Your conveyancing checklist

A useful starting point for your next conversation.

Understand the legal work behind a property purchase: who does what, which questions to ask, and what needs to be ready before exchange and completion.

01 · Compare the written quote, scope and lender-panel position

Check VAT, searches, registration, extras and charges if the purchase falls through.

02 · Explain the owners, deposit source and any gifts

Agree how identity and funds evidence should be shared securely with the legal firm.

03 · Raise intended use, survey findings and leasehold concerns

Tell the solicitor about planned letting, alterations, access issues or unusual property use.

04 · Track the outstanding enquiries and who will answer them

Ask which answers or documents are missing and who is responsible for each.

05 · Confirm mortgage, insurance and funds before exchange

Read the report on title and mortgage conditions. Let the solicitor confirm readiness.

06 · Verify bank details independently before transferring money

Use an independently verified phone number, especially if an email changes an account.

A standard purchase in England and Wales. Scotland, Northern Ireland, auctions and specialist transactions need their own legal process.

Sources: MoneyHelper: choosing a conveyancer · GOV.UK: buying a home. Checked 24 September 2026.

Your home or property may be repossessed if you do not keep up repayments on your mortgage or other loans secured upon it.

Speak directly with Jack / 07456 935677

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