

## **PURCHASERS GUIDE**

- 1. Arrange an appointment with L&B to view on site.**
- 2. L&B will require you to clarify your position with regards to financing a prospective purchase including proposed method of funding and if you are in a position to proceed with a purchase e.g. if you require to sell a property first or would be a cash purchaser. Financial advice can be offered via Russell Cochrane of Money Matters who we have a working relationship with, Russell can meet you at our office or at your home at a mutually convenient time to discuss your requirements.**
- 3. Once you have viewed on site and have decided that you wish to proceed subject to having been qualified as detailed in point 2, we will arrange to book the preferred unit to you. We will require a deposit of £500.00 to secure your booking which is refundable. This can be paid in cash or cheque made payable to McAfee Ballymena. We will also require photographic identification and proof of address e.g. Driving license/ passport and utility bill or bank statement dated within the last 3 months. The booking deposit will form part of the proceeds to purchase if not refunded (i.e. in the event you do not proceed).**
- 4. Once the booking is taken we will also require you to provide solicitors details. Once this information is received we will send out Memorandum of sale letters to both you and the vendor and the associated solicitors outlining your details, the vendors details, the purchase price and any specific information and terms relevant to the sale subject to contract.**
- 5. The vendor's solicitors will issue a building agreement together with contract and associated documentation to your solicitor.**
- 6. In the meantime, you will require to apply for funding (if required), it is important to check with L&B regarding construction timescale as a number of lenders will issue a mortgage offer for a limited period so in some cases the application for funding needs to tie in with the expected handover date.**
- 7. A representative of Clady Properties Ltd will contact you during the process to confirm your selections. It is also important to remember that selections and changes will depend on the construction timescale and may also have a bearing on cost. Any amendments require to be made in agreement with the developer.**

8. Once your solicitor has checked through all the necessary contract documentation and is in receipt of confirmation of your funding he or she will request you to come in and sign contract. At this stage a completion date is confirmed with the vendor's solicitor.
9. At Completion stage funds are transferred through to the vendor's solicitor. Once they have confirmed receipt of them, keys can legally be released to you.
10. The building insurance will be covered by the Management Company appointed for the development however you will need to ensure you have necessary contents insurance in place as you move in; again this can be provided via Money Matters who are agents for the Mortgage Advice Bureau, we work along with this company to offer mortgage and insurance products for all of the market. Also ensure that you have contacted service providers e.g. BT.
11. A Representative of Clady Properties Ltd will conduct the handover of the unit with you which will include guidance on the operation of the heating system etc.