

The Commercial Selling Process

- 1 Choose Rook Matthews Sayer to successfully sell your property or business!
- 2 We'll help you with the paperwork; confirming instructions, compliance with Anti-Money Laundering requirements and we can provide you with an Energy Performance Certificate that you will need to market your property.
- 3 Let us know if we can help with your new property or business search. We'll register you on our database and find properties that may interest you.
- 4 We create the sales particulars (details and photos) for your approval.
- 5 Your Commercial 'For Sale' board goes up.
- 6 Your property appears on internet sites and is matched to potential buyers.
- 7 Press adverts and other marketing materials are arranged.
- 8 Viewing appointments are made and followed up.
- 9 Offers put forward for your consideration and negotiated to your instructions.
- 10 Assistance given with the appointment of solicitors and surveyors if required. We can recommend conveyancers to manage your sale if required.
- 11 Sale agreed, solicitors informed, surveys arranged. (If required).
- 12 Any further negotiations following survey and valuation.
- 13 Sales progression – on average this takes 8-10 weeks.
- 14 Exchange and completion dates agreed by your solicitors.
- 15 The keys are released when the funds are cleared into the seller's solicitor's account. You can either arrange to hand the keys over directly to your buyer – we will assist with this - or you can bring the keys into our office for us to hand over once completion has taken place. Completion doesn't take place until around lunchtime or early afternoon.

1 October 2020