

Fact Sheet: The Conveyancing Process

The conveyancing process can involve the following steps:

- arranging building and pest inspections
- examining a strata inspection report if the property is part of a strata scheme
- arranging finance if necessary
- examining and exchanging the contract of sale
- paying the deposit
- arranging payment of stamp duties
- preparing and examining the mortgage agreement
- checking if there are outstanding arrears or land tax obligations
- finding out if any government authority has a vested interest in the land or if any planned development could effect the property (eg. local council, Sydney Water, Roads and Traffic Authority)
- finding out any information that may not have been previously disclosed such as a fence dispute or illegal building work
- calculating adjustments for council and water rates for the property settlement
- overseeing the change of title with the Land and Property Information NSW
- completing any final checks prior to settlement
- attending settlement.

The Law Company will charge you a competitive professional fee for your conveyancing. In addition to a legal service fee you will usually be charged for 'disbursements'. These can include:

- a title search
- certificate fees charged by authorities with responsibility for water, electricity, roads, schools etc.
- photocopying
- registering the mortgage

Costs other than legal fees and disbursements will usually include:

- building and pest inspections
- survey report
- establishment of mortgage
- home building insurance
- valuation fees
- mortgage insurance
- stamp duty and mortgage duty
- council and water rates.