

COMMERCIAL CONVEYANCING ROADMAP – SALE



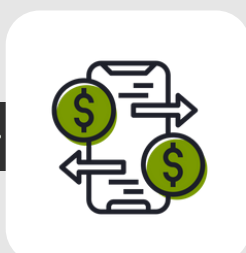
The buyer's offer is accepted, and the contract has been signed by both parties.



A copy of the contract is provided to us (your lawyer). We will contact you to discuss the next steps.



The buyer pays the deposit into the deposit holder's trust account. The risk of the property ordinarily passes on to the buyer on signing of the contract.



We provide you with contract advice & a breakdown of the transaction costs. You are required to pay the search estimates and legal costs into our trust account.



We issue forms to you via DocuSign and a link to verify your identity.



Obtain a Certificate of Occupancy to provide to the buyer's lawyer at settlement



Obtain GST invoice from your accountant to provide to the buyer at settlement.



We await the buyer's lawyer to provide us with searches to complete settlement figures. We then issue draft figures to you for your review & approval and seek confirmation of your nominated bank account for your settlement funds.



Arrange discharge of mortgage with your bank (if applicable).



The Buyer satisfies all conditions, and the contract is now unconditional! All parties are locked in.



Mortgage is discharged at settlement by your bank (if applicable).



We will contact you to confirm that settlement has been completed. The property has now been transferred into the buyer's name



You can cancel all your insurances, and utility services such as electricity, water and internet.



Congratulations on your sale!