

## Roadmap ahead for Buyers

Congratulations! You have purchased a house. Now it's time to organise settlement so that you can have legal title to the property and become registered as the owner.

At 123 Conveyancing we will guide you through the entire process from the purchase to settlement. Our staff are specially trained to make this process as simple and efficient for you as possible.

The following is an outline of the processes and steps which we will take to facilitate your purchase:

Action required:	Comments
1. We receive instructions from you and authority to act	You obtain quote from us and provide instructions sheet to engage us.
2. We prepare FIRB application (if applicable)	FIRB approval may be required if you are a foreign national purchasing property in Australia.
3. We prepare Transfer and Nomination forms for you to sign once instructions are received from you	Please provide your instructions as soon as possible. Forms need to be signed and returned 4 weeks prior to settlement.
4. We prepare form for Release of Deposit	This is prepared on receipt of confirmation of the payout figure.
5. You arrange finance (if applicable) and confirm to us that funds will be available for settlement	Please ensure that finance is confirmed and funds are available at least 2 days prior to settlement.
6. We obtain updated certificates and prepare Statement of Adjustments and cheque directions	Our professional fees and disbursements are calculated and included in the Statement to be paid on Settlement.
7. Arrange Settlement	You arrange for a final inspection approx. 7 days prior to settlement.
8. Attend Settlement	Settlement is attended by the lawyers and banks acting for the Vendor and Purchaser. You are not required to attend Settlement.
9. We will contact you once settlement is complete for you to arrange to collect the keys from the estate agent	Upon confirmation of settlement, you can collect the keys from the estate agent.
10. We will notify authorities of the change in ownership	You will provide us with your new contacts.
11. Lodging documents	Please note that if a bank is involved, the banks will attend to lodging.

Purchasing a house is a big decision and a stressful one. Let us take away the guesswork and help to protect your legal interest and your new house!

Each person's circumstances are different so be sure to tell us about how we can help you. If you want quality legal service without the big price tag, contact our lawyers for a free quote today on [1300 006 003](tel:1300006003).