



## Terms and conditions for the purchase of freehold

- A non-refundable amount of £50 must be included with your initial application which will cover the cost of drafting the documents.
- If you proceed to complete the purchase, this amount will be deducted from the council's total costs.
- You will be responsible for the payment of any charges made by your own solicitor. We would normally recommend you instruct a legal professional to represent you rather than undertake this process yourself.
- After the transfer document has been signed by both yourself and the council your purchase will then have to be registered at the [Land Registry](#) at Birkenhead. The necessary completed application form will be provided which you will need to check, sign, and send with the transfer document to the Land Registry together with their fee of £40. The Land Registry will then register the Transfer on their records and ground rent will no longer be payable.
- In addition to the purchase price of the freehold, you will pay a contribution of £700 towards the council's legal and surveyor's costs plus disbursements not exceeding £35 if required.

Please also note that there has been a change in the law introducing the Stamp Duty Land Tax, which came into force on 1 December 2003. On completion of the transaction you will be required to complete a Stamp Duty Land Tax Return Form (SDLT1) which can be obtained by telephoning 0845 302 1472. The council cannot assist you with the completion of this document, **although if you instruct a Solicitor, they would normally do this for you.**

To take advantage of this offer simply complete and return the attached form to me with an initial payment of £50 (non refundable) towards the initial legal work. **Please note that this does not constitute a deposit towards the sale of the freehold itself, as this will be subject to contract as with any land sale.** The council's legal officers will then arrange for the appropriate documentation to be sent to you. If you intend to engage a Solicitor to act on your behalf please enter the name and address in the space provided on the application form.

**Please note that by completing this form you are confirming that you meet all of the eligibility criteria.**

