

ESTATE AGENCY GLOSSARY

THIS GLOSSARY RELATES TO ESTATE AGENCY. WE ALSO RECOMMEND THAT YOU READ THE SEPERATE GLOSSARY INFORMATION AVAILABLE WITHIN OUR CONVEYANCING AND SURVEY SECTION.

AGENCY TERMS OF BUSINESS/CONTRACT/AGREEMENT:

A legal contract between you and your Estate Agent setting out all the terms and conditions which will apply when you instruct them to sell your property.

AGREEMENT IN PRINCIPLE (AIP):

A statement from a mortgage lender that indicates that a buyer should be able to get a mortgage to cover a particular amount based on the information they have been provided with.

CHAIN:

The number of buyers and sellers dependent on each other for the sale/purchase to go through.

COMMISSION:

Payment made to an Estate Agent for the services they have provided. These will sometimes be a percentage of your sale price or a fixed fee and subject to VAT.

COMPLETION:

This is the date that the ownership of the property transfers from the seller to the buyer and usually the day you will move. Completion will only take place after an exchange of contracts and the balance of the purchase funds have been passed to the seller's solicitor.

CONVEYANCER:

Specialist in dealing with the legal transfer of property ownership, and an alternative to a solicitor.

DEPOSIT:

The part of the purchase price which is paid to the seller's solicitor on exchange of contracts. Deposit funds should be paid to your solicitor at least 5 days prior to exchange of contracts to allow for the funds to clear.

EQUITY:

The funds left available after you have deducted your outstanding mortgage balance and any secured lending from the value you sell your property for.

EXCHANGE OF CONTRACTS:

When the solicitors swap signed contracts and transfer the buyer's deposit. Once this has taken place you are legally bound to proceed to completion.

FIXTURES & FITTINGS:

Additional items which may not or may be left and will form part of the contract.

GAZUMPING:

A term relating to another prospective purchaser offering on a property already under offer and the seller then chooses to accept this alternative offer.

MAILING LISTS:

A list of applicants registered with an Estate Agent to receive property details or information which meets their criteria.

MARKETING/ASKING PRICE:

The price which you choose to advertise your property for.

MORTGAGE APPLICATION:

The point of formally applying to a lender for a sum of money once a purchase has been agreed.

MULTIPLE AGENCY:

An agency contract which gives you the flexibility to use as many Estate Agents as you desire to sell your property.

OFFER:

Price someone advises they are prepared to pay for your property which is in no way legally binding at this stage.

OFFER QUALIFICATION:

An attempt to verify the information given by a prospective purchaser to confirm their situation and ability to proceed with a purchase.

PRIVATE TRANSACTIONS:

A sale which is being conducted without the involvement of an Estate Agent.

PROGRESSING YOUR SALE:

The term used and referring to the tracking and chasing of a sale from the point of accepting an offer to exchange of contracts.

PROPERTY MIS-DESCRIPTIONS ACT:

An Act to prohibit the making of false or misleading statements about property matters in the course of estate agency business and selling a property.

SALES MEMORANDUM:

Letter issued to all parties involved in sale/transaction confirming the sale has been agreed and detailed terms of the sale.

SEALED BID:

Situation set up for a particular reason where all interested parties are informed of a deadline by which they should submit their best offer in a sealed envelope to the sellers solicitor.

SOLE AGENCY:

An agency contract which restricts your ability to instruct any other Estate Agent.

THE MARKET:

Term referring to the current conditions and activity either locally or wider Geographic's in relation to buying and selling property.

VALUATION/MARKET APPRAISAL:

Assessment on the value of your property and suggested price it should be marketed for.

VENDOR:

The seller and usually the legal owner of a property for sale.

VIRTUAL TOURS:

Website based marketing tool accessible online with the ability to view a room(s) by rotating the photographic image 360 degrees and zoom facility.