SELLER GUIDE • 2026

Selling your home

From market appraisal to completion.

- The stages of selling
- What your listing must include
- Accepting the right offer
- After a sale is agreed

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Estate agency services are provided by Griffin Residential, a member of The Property Ombudsman scheme.
Mortgage advice is provided separately by Mew Mortgages Limited. You are not required to use one service to use the other.
Hal Plummer earns income from the mortgage and protection advice he provides, in addition to estate agency fees.

GETTING STARTED

Selling your home

This guide sets out the stages of selling your home, what you will need, and what happens between accepting an offer and completion.

01 **Market appraisal**
We visit your home and give you a recommended asking price, based on recent sales and current properties for sale in your area.

02 **Instruct your agent**
You agree terms of business, including the fee and any tie-in period. We carry out identity checks as required by anti-money laundering regulations.

03 **Prepare your home for sale**
We arrange professional photography, floor plans and complimentary drone footage, and confirm the information your listing must include.

04 **Marketing and viewings**
Your home is listed on property portals and promoted to buyers. We arrange and attend viewings.

05 **Offers**
We pass every offer to you in writing, with details of the buyer's position.

06 **Sale agreed**
We issue a memorandum of sale to both parties and their solicitors.

07 **Exchange and completion**
Contracts are exchanged, then the sale completes and the keys are handed over.

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BEFORE YOU GO ON THE MARKET

What your listing must include

By law, a property listing must include the information a buyer needs to make an informed decision. We will ask you for this before your home is marketed.

Information	Examples
Price, council tax and tenure	Asking price, council tax band, and whether the property is freehold or leasehold. For leasehold: the remaining lease length, ground rent and service charge
About the property	Property type, construction, number of rooms, utilities, heating, broadband, mobile signal and parking
Where applicable	Building safety issues, restrictions or covenants, rights of way, flood risk, planning permissions, accessibility adaptations and coalfield or mining area

Energy Performance Certificate (EPC)

Your home must have a valid EPC before it is marketed. An EPC is valid for 10 years. If you do not have one, we can arrange it.

Instruct a solicitor early

We recommend instructing a solicitor or conveyancer when you put your home on the market. Your solicitor will ask you to complete a property information form and a fittings and contents form. Completing these early reduces delays once a sale is agreed. If your home is leasehold, your solicitor will request a management pack from the freeholder or managing agent.

OFFERS

Accepting the right offer

The highest offer is not always the strongest. We check each buyer's position before you decide.

We check	Why it matters
How the buyer is funding the purchase	Cash, or a mortgage with an Agreement in Principle
Proof of deposit or funds	Confirms the buyer can proceed
Whether the buyer has a property to sell	A buyer with no sale to complete, or a sale already agreed, is in a stronger position than a buyer who has not yet sold
The buyer's timescales	Confirms whether they match yours

After a sale is agreed

Your solicitor and the buyer's solicitor carry out the legal work. The buyer's lender values the property and the buyer may commission a survey. We stay in contact with all parties and the chain to keep your sale moving, and update you at each stage.

Your sale is not legally binding until contracts are exchanged. Until then, either party can withdraw.

If you are also buying

If you are buying another home, it helps to know what you can borrow before you accept an offer. Mortgage advice is available through Hal as a separate service, provided by Mew Mortgages Limited. You are not required to use it, and choosing not to use it will not affect how your sale is handled.

Book a market appraisal

To arrange a market appraisal of your home, please get in touch.

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This guide is for general information only. It is based on our understanding of the law and industry practice as at October 2026, which may change. Your solicitor will advise you on the legal aspects of your sale.