

Guide to Selling Your Home and the Conveyancing Process in Ireland

Introduction: Selling a Home Selling your home involves several important steps and decisions that can have significant financial and legal implications. Engaging your solicitor early in the process is crucial to ensure a smooth transaction and to protect your interests.

1. Preparing to Sell

- **Select an Auctioneer:** Choose a reputable auctioneer to list your property and agree on a sale price.
- **Engage a Solicitor:** Instruct a solicitor to handle the legal aspects of the sale and prepare necessary documentation.

2. Drafting Contracts for Sale

- **Title Documentation:** Gather title deeds and any relevant property documents for your solicitor.
- **Contract Preparation:** Your solicitor will draft the Contracts for Sale, ensuring all terms are clear and favourable.

3. Pre-Contract Enquiries

- **Respond to Enquiries:** Your solicitor will handle any pre-contract enquiries raised by the buyer's solicitor, addressing issues such as planning permissions, boundaries, and rights of way.

4. Exchange of Contracts

- **Review and Sign Contracts:** Once all terms are agreed and enquiries satisfied, sign the Contracts for Sale.
- **Receive Contract Deposit:** Upon signing, receive a contract deposit from the buyer, typically 10% of the sale price.

5. Completion of Sale

- **Title Transfer:** Your solicitor will prepare the Deed of Transfer and coordinate with the buyer's solicitor for signing.
- **Final Searches:** Conduct final searches to ensure there are no new encumbrances or liens on the property.
- **Receive Balance Payment:** On the closing date, receive the remaining balance of the sale price.

6. Post-Completion

- **Discharge Mortgage:** If applicable, your solicitor will arrange for the discharge of any existing mortgage on the property.
- **Hand Over Keys:** Once all funds are received, hand over the keys to the buyer.

How Your Solicitor Can Help

- **Legal Advice:** Provide guidance on legal obligations and potential issues in the sale process.
- **Contract Management:** Draft and review sale contracts and manage communication with the buyer's solicitor.
- **Title Checks:** Ensure the property title is clear and ready for transfer.
- **Financial Transactions:** Manage receipt of deposits and final balance and oversee mortgage discharge if needed.

What You Need to Do

- **Property Presentation:** Ensure your property is well-presented and all necessary repairs or improvements are completed.
- **Documentation Preparation:** Provide your solicitor with all required documents, including title deeds and planning permissions.
- **Financial Planning:** Plan for the receipt of funds and any associated costs, such as legal fees or estate agent fees.
- **Utility Transfers:** Arrange for the transfer or cancellation of utilities in your name upon completion.

Before Seeing Your Solicitor

- Gather all necessary documents, including title deeds and any relevant legal agreements.
- Do not make any binding agreements or accept any deposits until consulting with your solicitor.

Seeing Your Solicitor

- **Appointment:** Schedule an appointment and bring necessary identification and property documents.
- **Prepare Questions:** Make a list of questions regarding the sale process and any potential legal issues.
- **Cancellations:** Inform your solicitor promptly if you need to reschedule an appointment.

By following this guide, you can navigate the home-selling process with confidence and ensure a successful transaction.