

## Resales Service: Holmebury House, Hastings

Greenoak offers a resales service to residents and may hold names on a waiting list. Residents are however entitled to use the services of an Estate Agent, either in addition to, or as an alternative to using Greenoak's service.



### General information

- All residents own their properties on long leases, these are for periods of 125 years from 25.3.1986
- Greenoak Community Focus Limited owns the freehold of the estate as well as the communal lounge and Scheme Manager's flat.

Various formalities need to be completed when a resident wishes to sell. Full details will be provided to the resident and their solicitor on request, but the following information provides guidance for residents and their relatives:

1. Greenoak's charges for sole agency are 1.35% of the sale price and no VAT is chargeable. Where a joint agency is used, the fee is 1.5% and again no VAT is incurred on Greenoak's fee.
2. It is a requirement for the person selling, the 'Assignee' to enter into a Deed of Covenant. This operates as a Deed of Consent to the assignment of the lease.
3. Properties can only be assigned to purchasers over the age of 59. This is a covenant of the lease.
4. The purchaser is requested to complete a form giving personal details including date of birth, next of kin.

## Resales Service: Holmebury House, Hastings

5. On all resales, there is an administrative fee of 0.5% of the selling price as set out in the Lease. This is to cover work in connection with the sale and the assignment of the lease, including dealing with correspondence and enquiries with the purchaser's and vendor's solicitors, the Society's solicitors in connection with the assignment of the lease, production of documents including three years accounts, insurance details, etc. and provision of details to the Scheme Manager and the Call Centre. There is also a contribution of £120 plus VAT due to the solicitor towards the legal costs of the assignment.
6. Prior to completion, Greenoak checks whether the service charges are up to date and any balance is usually recovered by the solicitors either prior to or on completion.

For your information Greenoak's solicitors are:

Mackrell Turner Garrett  
21-25 Church Street West  
Woking  
Surrey  
Surrey GU21 6DJ  
Attention: Mrs M Jacques

Enquiries regarding the above can be made direct to Greenoak's management office.  
155 Goldsworth Road  
Woking  
Surrey  
GU21 6LS  
Tel: 01483 747900  
Fax: 01483 757654  
Email: [ericka.gastaldon@greenoakha.org](mailto:ericka.gastaldon@greenoakha.org)

September 2011