

# Smart moves

Your essential guide to your next home move

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To make a smart move, you need all the information at your fingertips.

# Thinking Smart

Without the right information how can you make the right decisions? This guide tells you the things you'll need to know to make your next home move a smart one.

By smart we mean clever, convenient and in control. A smart move is one where you always know what's happening, and when it happens at the pace you want. It's also about achieving the best possible result with the least amount of hassle for you. In short, it's about offering you value for your time. And that's where your adviser can help.

Our advisers are experts on the financial solutions you'll need when moving. This includes things like arranging a mortgage and protecting both your home and your ability to pay for it.

It's easy to be put off the idea of moving home by the thought of all the hassle involved. But with the help of your adviser, your next home move could be far more straightforward and less time-consuming than ever before. Instead of a seemingly endless organisational nightmare, you can look forward to professional advice, expert support and solutions that are right for you. And of course, most of all, you can look forward to your new home.

We hope you find this guide to moving home useful and that you'll choose to make a smart move with Openwork.

**Your home may be repossessed if you do not keep up repayments on your mortgage.**

For most people, buying a new home means selling their existing one. And while you may have bought a house before, this may be the first time you've had to sell one.

# Selling

## The costs of selling

It isn't just buying a property that costs money – selling one does too. There are two main costs involved in selling your house – the cost of finding a buyer and the legal costs.

## Finding a buyer

The fee you pay an estate agent will depend on market conditions, the value of your home and whether you choose sole or multiple agency. However, it will normally vary between 1% and 3% (plus VAT at 17.5%) of the selling price of your property. If you're considering selling your home, an estate agent will do the following:

- Value your property.
- Advertise your property.
- Provide a contact point for potential buyers.
- Show viewers around your home.

## Legal costs

The legal work involved in selling your home can be complex. You'll need to pay a solicitor or conveyancer to ensure all the legal requirements are covered.

# Selling

## Tips for selling

You've heard it before but you only get one chance to make a first impression. Here are some tips on increasing that instant attraction.

- Start at the beginning – the front of your house. Mow the lawn, trim hedges and weed the borders. A lick of paint or varnish for the front door and a quick polish for any brass work will supply the finishing touches.
- Make sure your entrance hall is clean and clutter-free.
- Go through the whole house clearing away clutter. Think about moving furniture to give an additional sense of space.
- Clean your windows inside and out.
- Make sure the kitchen and bathroom(s) are spotlessly clean and fresh smelling.
- Carry out any small maintenance jobs that show you care for your home.
- Consider painting very dark rooms in a bright fresh colour.
- Fill your home with the scents of freshly roasted coffee, pot pourri or fresh flowers.

## Showing people round

If you're showing buyers around yourself, here are some tips:

- Tell viewers about the positive aspects of the house that you weren't able to put in the particulars.
- Allow your viewers to go into rooms, but avoid standing in there with them as this can make the room look crowded and less spacious.
- Be prepared to open built-in cupboards so your viewers can see exactly how much storage space there is.
- Spend more time in the rooms that provide the best selling features and finish in one of these if possible.
- Viewers are bound to ask you why you're moving, so have your explanation ready.
- Be ready to give estimated costs of living in the property, if asked.

## Which buyer is best?

When a potential buyer makes you an offer, you'll have to consider not just the financial value of the offer but also its attraction in terms of:

- Whether the buyer has a home to sell.
- How quickly they can arrange the necessary finances.
- How quickly they want or need to move.

Here's a few hints on what you might be able to expect:

### First-time buyers

- More flexible with moving dates.
- Likely to need a mortgage.
- On a tight budget.

### Buyers with no house to sell

- Flexible in terms of moving dates.
- Likely to have released equity from the house they have already sold.
- Likely to have established a budget.

### Buyers with a house to sell, already on the market

- Uncertain on moving dates.
- Offer made on your home is likely to be based on the value of the sale of their own property.
- Offer likely to be funded by the release of equity from the sale of their property, supplemented with a mortgage.

### Buyers with a house to sell, not already on the market

- Even more uncertain on moving dates.
- Offer to you likely to be based on the value of the sale of their own property.
- Offer likely to be funded by the release of equity from the sale of their property, supplemented with a mortgage.

## Security

Even if you're using an estate agent there may be times when you have to show viewers around your home. And no matter how small you think the risk might be, it's always worth being conscious of your personal security. Here are some tips to help keep you safe:

- Make sure you have details of the viewers – their name, address, telephone number – and the number of people who will be coming.
- Always make sure you have someone with you when conducting the viewings.
- Never leave valuables where they are either visible or easily accessible.
- Never give details of security systems until after you've sold your property.
- If you start to feel uncomfortable, trust your instincts and call the police.

## Considering offers

Your estate agent will liaise between you and any potential buyer. When considering the offers you receive remind yourself of why you want to move – does the offer still allow you to achieve that?

Be clear on your priorities – is it more important to you that you hold out for the full asking price or that you move quickly for less?

Deciding on the ten features your new home must have.

# Smart Essentials

When you're searching for a new home you'll probably be looking at quite a few properties. After a while it can get difficult to remember what each one had to offer – or even what your priorities were in the first place. It's easy to be wowed by one particular feature and overlook others that aren't exactly what you wanted.

To help you focus on finding the perfect property, it's a good idea to get the family together and talk about the things you all want from your new home. Then write down your priorities on this 'Smart Essentials' sheet. You can use this sheet to judge the properties your estate agent suggests to you, either before viewing – saving time by not visiting properties that don't match what you're looking for – or during your visit.

Some of the features you may want to consider are: location, number of bedrooms, terraced/semi/detached, parking/garage, size of garden, the list of possible features is endless but the important thing is that you write down the ones that are essential for you and your family.

# Smart Mortgage

Choosing the right mortgage is probably the biggest decision you'll have to make when buying your new home.

Your adviser will help to make it simple. With literally hundreds of mortgage deals available, it's easy to get confused about which one is right for you, even if you've been through it before. Is a fixed rate the right route to take? What about cashback or discounted mortgages? And which lender offers the best rates?

Your adviser's expert guidance will help take the worry out of finding the right mortgage. Not only will they help you decide on the right mortgage type, they'll also help find you the best deal. And with access to mortgage products from a wide range of the UK's leading lenders, including some deals exclusive to Openwork, you can be confident the mortgage they recommend is the ideal one for you.

Your Adviser will explain how he/she will be paid for arranging your mortgage. The exact details will be shown on your key facts illustration. A fee may also be received by your adviser for arranging buildings and contents and accident, sickness or unemployment cover.

**Your home may be repossessed if you do not keep up repayments on your mortgage.**

# Smart Mortgage

## 1 Fluctuating

These rates fluctuate as the market moves.

### Standard Variable Rate

Your monthly mortgage payments go up and down in line with the lender's standard variable rate of interest.

### Discounted Rate

The interest rate on your mortgage is discounted from the lender's standard variable rate, usually with a bigger discount at outset. As a result, your monthly payments are lower than a mortgage at the standard rate of interest during the discount period.

### Base Rate Tracker

The interest rate on your mortgage is directly linked to the Bank of England's base rate of interest. By tracking the base rate you will mirror rate falls, but will maintain a set margin over the base rate.

## 2 Controlled

These rates remain set and will not increase.

### Fixed Rate

You can choose to repay the mortgage at a rate of interest that doesn't change for a set period of time. You'll know exactly what you pay each month. Rising interest rates won't affect you.

### Capped Rate

The interest rate never goes above a certain level during an agreed period – but it will go down if interest rates fall. You'll always know the maximum amount you'll ever have to pay during the agreed period.

## 3 Lifestyle

These mortgages are relatively new to the market and in many cases can be linked to fluctuating and controlled rates.

### Flexible

You can decide how much you repay each month. You can pay extra amounts to reduce your mortgage or help to repay it off early. You can reduce or suspend payments when money is tight.

### Current Account

Your current account is combined with your mortgage. Interest is calculated on the amount you owe at the end of each day. This means that money that's been paid into the account that you haven't spent is working to reduce your borrowings, minimising your monthly interest payments.

### Offset

Combines your mortgage with savings, personal loans and credit cards, which all benefit from a mortgage rate of interest. By offsetting savings against the mortgage, the amount of interest on the mortgage can reduce significantly.

You should also consider redemption charges. If you want to pay off your mortgage early – maybe you've found a better deal, or you're moving house and have decided to use a new lender – you might be charged. But don't worry, your adviser will always explain any redemption charges, and how long they apply for.

To put you in the picture, here's a quick guide to the different types of mortgage available. These can be categorised into three main areas:

## Repaying your mortgage

When it comes to repaying your mortgage, you have two options – repayment and interest-only.

Once again, your Openwork adviser will recommend the most suitable option for you. Meaning you can enjoy peace of mind and security.

### 1 Repayment

**(also known as capital and interest)**

The safest way to pay back your mortgage. You repay the capital and the interest over your mortgage term. In the early years, most of your monthly payment goes towards paying the interest. Later, more is used to repay the capital loan. You'll also need adequate financial protection to make sure your mortgage is covered if you die, suffer a critical illness or have an accident that stops you working.

### 2 Interest-only

You only pay the lender the interest on the amount you've borrowed. This means you'll need a way to pay the full mortgage amount at the end of the term. You will need some way to make sure you can repay. There are many ways which can give you a lump sum to pay off the mortgage.

These include:

- pensions
- endowments
- investment/savings (PEPs, ISAs, unit trust, bonds)
- inheritance
- equity in other property.

However, you still need to protect your mortgage. Discuss the options with your adviser. They'll advise the choices you have, and more importantly, recommend the best method for you.

# Buying

Follow these easy steps to buying your new home

## **The path to a new home**

Even though it might not seem like it sometimes, there are logical steps to follow on the road to buying your home. Even though you've done it before, it's probably worth familiarising yourself with them again – it will put you in a much better position to understand what's going on.

## **Budgeting**

Buying a house takes careful budgeting. You need to know all of the costs before you go ahead and they aren't always that obvious. The main things to think about are:

- stamp duty  
(see Smart Words on page 21)
- solicitor's or conveyancer's fees
- local search fees  
(see Smart Words on page 21)
- land registration fee  
(see Smart Words on page 21)
- valuation fee  
(see Smart Words on page 21)
- survey fee  
(see Smart Words on page 21)
- arrangement fee  
(see Smart Words on page 21)
- possible renovation work after your survey
- removal costs.

## Step 1

### Choose a mortgage

You'll need to make a number of important decisions as part of this step, but there's no need to worry. Your adviser will give you all the help you need to work out how much you can borrow and find your ideal mortgage.

Your adviser can arrange for an 'in principle' decision from a lender before you find a property to confirm how much you can borrow. If it is a variable rate mortgage, don't forget to factor in potential rate increases when working out your budget.

## Step 2

### House hunting

Go to the estate agents. Look in the property papers. Drive around the areas looking for new for sale signs.

## Step 3

### England, Wales and Northern Ireland – Make an offer

Suggest to the agent how much you'd like to pay for the home you want. If your offer is accepted, it's subject to completing contractual details and the house undergoing a survey. There is no legal obligation at this stage to buy the property.

### Scotland – Note interest

Ask your solicitor or conveyancer to 'note interest'. You'll be told if a closing date is set and the property won't be sold without you having the chance to make an offer.

## Step 4

### Complete your mortgage application

This is easy with the help of your adviser.

## Step 5

### The property is valued

Your lender needs to confirm that the property you are buying is suitable for lending purposes. Although you usually have to pay for this, the report is for the lender only and isn't a guide regarding the price you are paying. You can opt for a more detailed survey such as a Homebuyer's report or full structural survey (see Smart Words) particularly if you are buying a property that is either old or of unusual construction. Do tell your lender to save time and avoid duplicating costs.

## Step 6

### Receive an offer letter

Your mortgage application is agreed, and you'll get an offer letter from your chosen lender. This may be subject to certain conditions. Read carefully and consult your solicitor or conveyancer.

## Step 7

### England, Wales and Northern Ireland – Contact your solicitor or conveyancer

Your solicitor or conveyancer will take care of the legal side of things like contractual arrangements, the lender's legal work, legal fees, stamp duty and local searches.

### Scotland – Make an offer

When you've had the property valued and have accepted the mortgage offer, you're ready to make an offer on the property.

## Step 8

### England, Wales and Northern Ireland – Exchange contracts

Nothing is certain until exchange has taken place. If you have a deposit to pay, this is when you pay it. Once exchange of contracts has taken place, you are legally obliged to buy the property. You risk losing your deposit if you do not. Once you have paid your deposit you are liable for buildings cover.

### Scotland – Offer accepted, conclude missives

Your offer is accepted, and your solicitor or conveyancer concludes missives (see Smart Words).

## Step 9

### Protect your new home

You'll need to be prepared for the unexpected twists and turns of life. Your adviser can help you with insuring your new home and yourself against events you can't predict.

## Step 10

### Completion

Finally, the completion day has arrived. Time to collect keys and organise to change locks. Don't forget your first mortgage payment will typically be more than a month's interest, depending on the date you complete. Make sure you budget accordingly. Welcome to your new home.

## Viewing properties

Viewing potential new homes is one of the most time-consuming stages of buying.

Here are some tips on viewing properties:

- Take your 'Smart Essentials' sheet with you to remind you of your priorities.
- Location is key.
- Ask the estate agent how long the property has been on the market.
- Consider the area around the property – local shops, schools, transport, and other amenities. If possible, have a look around the area before you view the property in case you have questions for the seller.
- Try to create a good relationship with the seller – it can make a real difference when it comes to negotiations.
- Visit any properties you like at least twice at different times during the day and week.
- Don't be put off by internal decorations.
- Don't visit too many properties one after the other.
- Ask the owner what comes with the house, so you're clear on fixtures and fittings.
- Take some notes after you've seen each property so you have an accurate memory of each one.
- Consider the costs of any essential repairs.
- Try not to set your heart on one property.

## Making an offer

Once you've decided that you've found the right property, tell the estate agent as quickly as you can. Except in Scotland an offer isn't legally binding, but make sure that if your offer is accepted it is still subject to survey and contract.

Of course you'll have to decide on the price you want to offer – here are some tips to help you:

- Find out how long the property has been for sale. You're in a much stronger position to negotiate if it's been on the market for some time.
- If you're on good terms with the seller, it's worth speaking direct to them rather than through their estate agent.
- Sellers are more likely to accept an offer from someone who is already part way through the process.
- Decide on the absolute highest price you're prepared to pay and stick with it.
- Your offer, if accepted, is subject to a satisfactory valuation.
- You may be able to deduct the cost of any work or repairs that need doing from the asking price and make your offer accordingly.

## Legal costs

Your involvement in the legal work when buying is less than when you're selling, but you can still expect to incur some charges. To find out more speak to your solicitor or conveyancer.

## Children

Relieve their anxiety by giving children as much information as possible and make them feel involved in the decision making.

Make the whole experience of looking for a new home as exciting and fun as possible. Take the children with you when you look at potential properties.

If your children are old enough, give them a special job to do on moving day so they feel as if they're contributing.

Encourage the children to pack their own things, leaving their favourite toys until last.

If you're moving a long way, emphasise how easy it is to keep in touch by telephone and email. Get the children an address book each so they can fill it with names, addresses, phone numbers and email addresses of their friends.

If you're moving a long way, encourage the children to take lots of pictures of friends and favourite places so they can decorate their new room. Or how about a scrapbook or shoe box full of things that remind them of their old home?

## Pets

Keep to normal routines as much as possible, including feeding times and exercise.

Speak to your vet and get suitable transportation such as a well-ventilated basket or box, and any necessary medication for motion sickness.

One person, perhaps one of the children, should take responsibility for the pets before and on the day of the move. This way the pet will be sure to get lots of attention to minimise the stress and disruption.

Notify your vet of your move and update identification tags. If you're moving out of the area your vet may be able to recommend a vet in your new neighbourhood.

Transport your pets in comfort in a well-secured, well-ventilated basket or box with plenty of fresh water and not too much food. You may wish to take a supply of water from your old house as a sudden change in drinking water may cause stomach upsets, especially with dogs.

Some pets, especially cats, can take a little while to adjust to their new surroundings so don't let them out to explore alone. An excited pet may bolt and get lost.

# Tips

Moving house can be a difficult time for parents, children and pets alike. Here are some smart tips to help you all settle into the new family home.

# Cover Smart

Your mortgage will be a big financial commitment. With the help of your adviser you can help protect your family's financial security whatever life throws at you.

While you're concentrating on your house move it can be difficult to take time to think about the future. But when you consider that your new house will mean an increase in your financial commitments, it makes sense to put plans in place to ensure you'll always be able to meet them.

They don't make pleasant reading, but the threats to your family's financial security are very real – redundancy, illness, an accident or even death could happen at any time. The good news is that with your adviser's help it's simple to protect your income, your lifestyle and your home.

## **Protecting your mortgage payments**

Your mortgage payments will probably be your biggest single monthly expense. Would you be able to meet them if you couldn't work?

If you were made redundant or if an accident or long-term illness stopped you from working and you couldn't make the payments, you could lose your home. However, you can protect your family against this threat by taking out insurance which will make your monthly payments for you if you can't.

## Life insurance

If you were to die without life insurance, your family could be left with a home to pay for and no way of doing so. Life insurance, which pays out a lump sum if you die, is a simple way to protect your family's financial security if the worst happens. All endowment plans and some pension plans have built-in life cover, but if you have a repayment mortgage you need to think about taking out additional life insurance. Your adviser will be able to advise you on how much cover you need.

## Critical illness

If you suffer a life-threatening illness, the last thing you'll want to be worrying about is rushing back to work. But you might not have any choice – your monthly mortgage repayments won't stop just because you can't work.

Fortunately it's simple to protect yourself and your family against the financial effects of a critical illness. A critical illness plan can give you a lump sum to pay off your mortgage, leaving you free to concentrate on what's important – getting better.

## Protecting your home

It's not just you who's at risk from things outside your control – your home is too. If your property was seriously damaged who would pay the cost of rebuilding? And where would you live while the work was being carried out? You'd still have to make your mortgage repayments to your lender even if you couldn't actually live in your house. Buildings insurance is a simple solution that protects you and your family against the financial consequences of damage to your property.

Some building insurance policies also offer additional benefits for home movers, like a DIY helpline and introductions to approved tradespeople for those home improvements you don't want to tackle yourself, so it's worth checking the level of cover you get as well as the price.

Of course, there's also the contents of your home to consider – all those valuable possessions that you've worked so hard to pay for. If someone decides to break in and help themselves or if your possessions are damaged, for instance by a fire, you could be back to square one.

Contents insurance is the perfect way to cover the financial cost of replacing stolen or damaged items. Contents insurance can also cover some of the risks of moving – check your policy to see if it covers accidental damage to your possessions while they're being moved.

# Smart Check

Stay on track and smooth the way to your new home with our handy moving checklist – just tick it as you do it.

## 8 weeks before the move

- If you're thinking of using a professional mover, get estimates from different companies. Choose the one that offers the service you want at a competitive price.
- If you're moving yourself, work out what size van or lorry you need (see point about boxes and non-boxable items below) and get quotes from a range of companies. Make your reservation well in advance.
- Make a rough floor plan of your new house. This will help you decide what furniture will fit where and give you plenty of opportunity to sell the things you won't need.
- Children's furniture can be bulky (bunk beds etc). Check to make sure your new home can accommodate existing furniture.

## 6 weeks before the move

- Finalise costs and discuss insurance, packing, loading, delivery and the claims procedure with your chosen removal company.
- Decide what you're taking with you. Moving time is a great time for a clear out as it will save you the hassle of packing and unpacking things you don't really want or need. Either sell unwanted items through classified ads or a car boot sale, or donate them to a local charity shop.
- If you're moving a long way, get copies of your records from doctors, dentists, solicitors, accountants, etc. Make arrangements to transfer your children's school records.

## 4 weeks before the move

- If the removal company is doing all the packing for you, arrange to have this task completed a day or two before loading the van.
- If you're moving yourself, work out how many boxes you'll need and get hold of them. Make a list of non-boxable items. Add 15 per cent to their combined cubic feet (along with total cubic feet of boxes to be loaded) to work out the size of the van you'll need.
- Arrange for storage if you need it.

## 3 weeks before the move

- Assemble packing material, furniture pads, packing tape, bubble wrap, polystyrene packaging, nylon packing string and rope, crumpled newspapers, scissors, utility knife, large sticky labels, felt-tip markers and boxes.
- Begin packing items you won't need.
- Arrange to cancel utilities and services at your old home and have them installed at your new home.

## 2 weeks before the move

- Make any special arrangements to move pets. Consult your vet about how to make moving easier for your pet.
- Start filling out your change of address cards.
- Cancel delivery services.

## 1 week before the move

- If you will need a babysitter, arrange for moving day service.

## 2 or 3 days before the move

- Defrost your fridge and freezer.
- Have the movers pack your belongings.
- Arrange to have money ready to pay the driver on moving day.
- Set aside valuables and legal documents to go with you, not in the van.
- Pack your first-day handy items box (see 'Moving day') to go with you.

## Moving day

- If you're doing-it-yourself, pick up the van early.
- Make a list of every item and box loaded onto the van.
- Let the mover know where you can be reached.
- Before you sign your agreement with the mover, read the conditions. Keep it in a safe place until your goods are delivered, charges are paid, and any claims are settled.
- Check your old house to make sure you've turned off water, appliances, etc.
- Inspect basement, attic and garage.
- Lock all doors and windows.
- Be on hand to answer questions and give directions to the mover.

Things to do – tick when completed.

Here's a final checklist of contacts to be made.

### Financial/Legal (notify in writing)

- Any other insurance
- Bank (including children's accounts)
- Building society (loan and savings accounts)
- Car breakdown cover provider
- Car insurance company (quote policy no.)
- Car registration
- Credit cards and store cards
- Digital/Cable TV provider
- Driver's license
- Electoral office (address in telephone directory under Government section)
- Hire purchase companies
- Inland Revenue
- Life assurance companies (quote policy no.)
- Local council
- Local police (if you have any driving summonses, etc. pending, or if you are to be a witness in a case, etc.)
- Mobile phone provider
- Pension provider (quote policy no.)
- Property insurance company (contents quote policy no.)
- Public library
- Shares, investments, endowments
- Government bonds, etc.
- TV licence

### Personal/Social

- Children's activities (Scouts, ballet, etc.)
- Dentist
- Doctor
- Employers
- Friends
- Hospital (for example, if you're an outpatient)
- Nursery
- Neighbours
- Other
- Part-time, evening and correspondence courses
- Relatives
- Schools
- Social clubs
- Sporting clubs (whether a player or a member)

### Housekeeping

- Electricity company:
  - 'off' at old address
  - 'on' at new address
- Gas company:
  - 'off' at old address
  - 'on' at new address
- Water company:
  - 'off' at old address
  - 'on' at new address
- Magazine subscriptions (or anything else regularly received by mail) – save wrappers with reference numbers
- Newsagent (with date last paper required)
- Post office (pay a fee for redirected mail)
- Telephone:
  - 'off' at old address
  - 'on' at new address

# Words

The terms you'll need to know.

## **Advance**

The mortgage loan.

## **Agreement in principle**

Agreement by a mortgage lender to lend a sum of money, subject to certain conditions.

## **Annual Percentage Rate (APR)**

The Annual Percentage Rate is the figure quoted by lenders and reflects the total cost of the loan.

## **Arrangement fee**

A fee paid to the lenders for arranging the loan.

## **Assignment/Assignations of life assurance**

The right of a mortgage lender to claim under a life assurance policy to ensure the mortgage is repaid if you die, or at maturity.

## **Building insurance**

Insurance against damage to the structure of the building caused by specific events such as storm damage to the roof.

## **Capital**

The amount of the loan on which the mortgage lender calculates interest.

## **Completion or settlement date**

The date when the money is paid, the deeds are handed over, the keys are released and you can move into your new home.

## **Conclusion of missives**

In Scotland, this is the same as exchange of contracts.

## **Contents insurance**

Cover can be arranged for the contents normally in the home and can be extended to include possessions away from the premises.

## **Conveyancing**

Conveyancing – the legal process involved in transferring a property from one person to another.

## **Deed**

The legal papers that show ownership of the house and provide information about boundaries and rights of way.

## **Early redemption charges**

A fee charged by some lenders if, during an agreed period, you repay the loan or switch to another lender.

## **Equity**

The difference between the current value of the property and mortgage amount.

## **Exchange of contracts**

The point where your contract and the seller's contract are exchanged.

## **Freehold**

Ownership of the house and the land on which it stands (see 'Leasehold').

## **Full structural survey**

A thorough investigation and report on the home's structure.

## **Ground rent**

Yearly charge payable by a leaseholder to a freeholder.

## **Homebuyer's report**

Surveyor's report on a property – less extensive than a structural survey.

## **Land registration fee**

A fee paid to the Land Registry to transfer ownership record of the home.

## **Leasehold**

Ownership of the home, but not the land on which it stands. When the lease expires, ownership reverts to the freeholder.

## **Loan to value (LTV)**

The ratio, expressed as a percentage, of the amount you want to borrow against the value of the home.

## **Higher lending charge**

An arrangement that covers the lender if your home is repossessed and the lender can't get the money back from you. You're charged a 'high loan to value fee' to cover the cost of this insurance.

## **Mortgage**

A loan secured on your home. This security will remain in existence until you pay off the loan.

## **Mortgagee**

The financial institution lending the funds secured on a property.

## **Mortgagor**

The person taking out the mortgage.

## **Remortgage**

Changing your mortgage without moving property.

## **Search fee**

A fee charged for checking with the local authority for details of any plans that may affect the value of the house.

## **Stamp duty**

A Government tax that has to be paid on house purchase.

## **Tenure**

A term for the type of ownership of a house, for example, leasehold, freehold.

## **Term**

The length of time over which a mortgage is to be repaid.

Convenience, control, professional advice and a name you can trust. These are the things you need to make your next home move a smart one.

# Move

You've taken a look at the choices that lie ahead and you're probably a step or two nearer making an informed choice on your new home.

Before you take things further you'll want to know you have the right people with you – people whose expertise will give you confidence, and who will make you feel comfortable that you're taking the right direction. And that's what Openwork will bring you.

Openwork is a UK-wide network of over 750 financial advice firms backed by the worldwide Zurich group. We give your adviser the tools they need to do their job, which gives them more time to spend doing what they do best – giving you financial advice.

So make sure your next home move is a smart one by speaking to your Openwork Adviser today.



