



A guide to reselling your shared ownership home with Sage Homes



Contents

An introduction to reselling	4
How much will it cost?	5
Nine simple steps to selling your shared ownership home	6
Top tips to help sell your home	8
Frequently asked questions	10





An introduction to reselling

Selling a shared ownership home is straightforward and you are able to sell at any time, even if you only own a share. If you own 100% of your property, you can advertise on the open market via an estate agent.

If you own a share of your property, under the terms of your lease Sage Homes has eight weeks to find a buyer. We do this so we can help other first time buyers on to the property ladder and we are able to offer you an expert sales service at a competitive rate.

Any potential buyer of your share needs to meet the set eligibility criteria for shared ownership. They must meet the income requirements, with sufficient deposit to at least buy the share you are selling.

After eight weeks, if we are unable to find a buyer, you can choose whether to continue marketing with us or you can sell your home through an estate agent, and paying the fees you agree with them. The buyer they find must meet the affordable homes requirements.

Like staircasing (which is when you increase the share you own) the price you sell your home for will be based on the market value at the time. This will be determined by an independent RICS qualified valuer. Like any home, the value of a shared ownership property can rise and fall according to the housing market.

When selling your share of your home it's written within the terms of your lease that you must advise Sage Homes of your intention to sell, so that we can guide you through the process.

We advise you seek independent financial advice before you proceed with your application



How much will it cost?

Before deciding to sell your home, it's important to understand the full costs involved.

The valuation fee

Valuations are only usually valid for three months and if a buyer is not found within this period a new valuation report will be required at an additional charge. Surveyors fees vary but usually range from £240 to £325 plus VAT.

Assignment fees

Some properties, particularly those with a headlease, may require the sale to be registered with the superior landlord. This is known as a Notice of Assignment. Cost for these can vary so check with your solicitor.

Pre-sale solicitors enquiries

Your buyer's solicitor may raise detailed enquiries about your property and Sage Homes will provide responses to the enquiries. The fee ranges from £171 to £205 for this service to the Sage Homes homeownership services team.

Mortgage fees

If you have an existing mortgage, you may have to pay penalty charges to your existing lender if you sell your home before the product end date. You must investigate this with the lender or financial advisors before telling us that you wish to sell.

Administration Fee

If we find a buyer for your home, you'll be charged an administration fee. This fee is determined by the terms of your lease but is generally 1.25% (+ VAT) of the share value.

Legal expenses

Selling your home will involve changes to your existing lease which will require the professional services of a solicitor. The solicitor will charge costs and professional fees for acting for you. You will also be required to pay Sage Homes legal expenses (usually between £350 to £475+ VAT)

Nine simple steps to selling your shared ownership home

Step 1 - Complete the 'request to sell your home' registration form

The first step is to request a resale pack via your 'my sage home' portal.

Step 2 - Preparing to market your property

The homeownership services team who will be working on your sale will send you an information pack for you to look over, fill in and return (see request a resale pack for details).

Step 3 - Request a valuation

You need to next choose a RICS qualified surveyor. The valuation they provide will determine the sale price of your share. Please ensure you read the guidelines for selecting a surveyor before instructing as there are requirements they will need to meet. If your property is over 10 years old you will need to commission an Energy Performance Certificate (EPC) at this stage.

Step 4 - Offer approval

An offer letter will be sent to you. Read through the report and sign if you are happy to proceed.

Step 5 - Instruct your solicitor

We recommend using the solicitor who originally dealt with your purchase or a solicitor that is experienced in working with shared ownership.

Step 6 - We put your home on the market

Once approved, we put your property on our website and other property portals. We'll then invite interested parties to complete an application form and determine their eligibility before inviting them to view.

Step 7 - Viewings

We'll ask you to carry out the viewings - after all there's no one better qualified to show off your home! We'll pass on eligible applicants to you and you can see our guide for top tips to consider on the viewing day.

Step 8 - The offer

Once the allocation period has completed an offer will be made to the applicant with the highest priority within two weeks of the viewing date. Once accepted, the successful purchaser is required to pay a non-refundable fee to reserve the property.

We will issue a memorandum of sales (MOS) and you and the purchaser are then required to give a formal instructions to your own solicitors.



Top tips to help sell your home

You've decided on your viewing day - let's help create the best impression!

Keep it simple

Create a welcoming atmosphere by being friendly and warm when showing people around.

Clean and tidy

Ensure your home is clean before your guests arrive. Make sure that the property is tidy and uncluttered.

Be prepared

Try and guide your applicant through your home and be ready to answer a few questions. Don't worry if you aren't sure of an answer, you can always tell them to speak to us.

Making appointments

Try to host an open day by booking all your appointments on one day. That way potential buyers see the property has a lot of interest. For personal safety always try to have someone with you when conducting viewings. If this isn't possible, ensure people know when you have viewings.

Garden

Make sure the access to your outside space is unlocked and take the applicants out to see. Open your curtains/blinds so the applicants can see any outside space from your home.

Bright and fresh

Open up your curtains if you have appointments during the day, natural light will help your home feel brighter and more open. For evening appointments, make sure you have switched the lights on in your rooms before the appointments start.





Frequently asked questions

How can I ensure that the sale progresses as quickly as possible?

We advise passing your contact details on to your buyers so that you can discuss possible moving dates. It is also important to liaise with your solicitors on a regular basis so that they can progress the sale with your buyer's solicitors. If you are buying another home, you should try and ensure this sale progresses as quickly as possible. Once a buyer has been found and we have instructed solicitors, we will help you to progress the sale to completion.

How are viewings arranged?

Viewings are arranged directly between you and any interested buyers who request viewings.

How long will it take to sell my home?

The average time it takes to sell a home in the UK is 12 weeks.

However, this is only a guide. Each home is different, so you should always talk to your solicitor about timescales.

What is a nomination period?

Most shared ownership leases give us a period in which to find a buyer for the property. Our standard nomination period is eight weeks.

Depending on what your lease says, this is the length of time you are required to allow us to offer your home to our waiting list of buyers.

The nomination period starts from when we receive a fully completed instruction to sell your home.

If your lease doesn't require you to do this, you can usually sell your home on the open market straight away.

If information you provide is found to be incorrect, the nomination period will be considered invalid and will start again when correct information has been submitted. Any efforts to frustrate the sales process, such as not allowing viewing of your home, will also render the nomination period invalid.

Can I sell on the open market?

If you decide to sell your shared ownership home, it is usually a condition of your lease that you give us the opportunity to find a buyer.

If we can't find a buyer, we can give you permission to sell on the open market through an estate agent. We will advise you on what to do if this happens. We'll also let you know as soon as we can if we can't find a buyer. You can then choose to sell your share through an estate agent, or you may be able to sell 100% of your property, depending on what your lease says.

What happens if my valuation expires?

You must ensure your valuation report is valid for three months. After this, you may be able to get an updated report if you need to, but the valuer can charge you a fee for this. You might want to ask them about these fees when you initially instruct them as sometimes sales can take longer than three months.

What will happen with the keys to my home?

When you have sold your home, make sure you have a firm arrangement with the buyer about where they can collect your keys – you should only hand these over when your solicitors have confirmed they have received the money for your home. It's a good idea to leave the keys with your solicitor or a trusted friend or relative. We cannot look after or pass on your keys for you.

Can I purchase another Sage home?

Yes, you would usually be eligible to apply to purchase another Sage home.

I am not happy with the sale price, can I appeal?

If you're not happy with the valuation you receive, you will need to discuss it with your valuer. We will only accept the valuer's decision, however.

What if I have made improvements to my home?

When you sell your home the surveyor will value the property in its current condition including all home improvements. You will sell the share you own which will be a percentage of the full market value including home improvements you have made.

Not all home improvements will increase the value of your home, but may make it easier to sell. Items such as a conservatory or high range kitchen may increase the value of your home. If you have made any major home improvements you will have needed our permission.

Enjoy your new home!

How did we do?

We welcome all feedback from our customers, if you would like to make a suggestion for improvement, a complaint or a compliment you can do so via Sage Homes website or the Places for People 'Manage Your Home' portal.

Still unsure?

Please submit an enquiry via the Places for People 'Manage Your Home' Portal and someone will be in touch!

For enquiries

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