



# Older Persons Shared Ownership - Resales





## What happens if my share is not sold during the nomination period?

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If we're unable to find a replacement buyer during the nomination period or we choose to release you early from the nomination period, you're free to sell your share on the open market. If you choose to instruct an estate agent, you'll be responsible for any related fees and costs.

## Are there any restrictions to selling an Older Persons Shared Ownership home?

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Yes. Your home must be sold to a buyer who is aged 55 years or older. This restriction applies to any resale – whether we find a buyer on your behalf, or you find a buyer on the open market.

Your buyer will also need to commit to paying the ongoing Peace of Mind charge in addition to the service charge.



## What is a Resale?

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As a shared owner, you can choose to sell the share in your home at any time. The process of selling your share to another person, is known as a resale.

## What is the nomination period?

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Most shared ownership leases have a clause known as a nomination period, which means we have the right to market your property for a fixed amount of time, to try and find another buyer who is eligible, in this case specifically for Older Persons Shared Ownership. The nomination period is usually between 8 to 12 weeks, depending on what is written in your specific lease agreement.

If we find a replacement buyer within the nomination period, the applicant will be financially assessed and we'll check they meet the eligibility criteria for shared ownership before they can buy.

## What are the costs of selling my share?

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- A valuation – you will need to pay for your home to be inspected and valued by a qualified RICS valuer – that means a valuer who is a member of The Royal Institute of Chartered Surveyors.
- Legal fees – we will both need to instruct solicitors to manage the legal aspects of selling your share. You will be responsible for paying yours and our solicitor fees.
- An admin fee – there is administrative work involved to process the sale of your share and we will charge you a reasonable admin fee to cover our costs.
- You will need to pay for the production of a management pack, to be provided to your new buyer.
- If we market your home and find a buyer during the nomination period, there will be a fee to cover the costs of advertising and promoting your home.
- You will need to pay for an EPC (Energy Performance Certificate) if there is not a valid one for your home.
- You will be responsible for costs associated with buying another property and your removal costs.



## What happens if I've made improvements to my home?

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If you've made significant home improvements, such as building an extension or a conservatory, and you believe the value of your home could have increased as a direct result of the specific improvements, you should disclose this upfront so it can be considered as part of the RICS valuation.

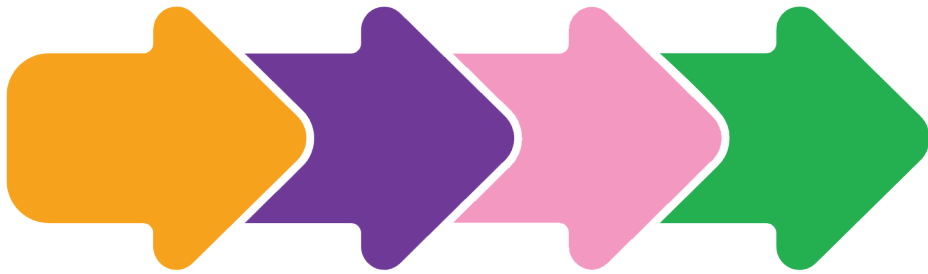
You will need to ask your valuer to provide two valuations – their expert opinion of the value of your home with and without the benefit of the improvements. If the improvements have directly impacted the value, this could increase the amount you receive when your home is sold, so you get the benefit of any uplift in value.

## Anything else I should know?

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All legal owners of the property will need to sign a consent form in order to proceed with selling the share.

Your rent and service charge account must be up to date. If there are arrears, you will need to clear these before proceeding.



## How do I get started?

These simple steps will help you navigate the process:



### Step 1 – Give us a call

Firstly, you need to contact Saffron Housing Trust and let us know you're interested in selling your share.

We will check the terms of your lease, the original planning approval for the home and also check there are no rent or service charge arrears on your account.



### Step 2 – Getting your home valued

You will need to instruct a local RICS (Royal Institute of Chartered Surveyors) valuer and pay for the valuation of your home.

We will provide you with the contact details of a local RICS valuer. You will need to arrange a convenient time for the valuer to visit and inspect your home. You will need to make arrangements to pay the valuer directly for the valuation.

If you've made significant improvements to your home, now is the time to tell your valuer.

If you have carried out home improvements, you must ensure you had the appropriate authorisation from us, as per the terms of your lease. If not, consent will be required retrospectively before selling your share.

It is important to understand that a RICS valuation is usually only valid for a period of 3 months. When it expires, your valuer may be willing to extend it for a further period or they may say there is a further cost to provide a new valuation. If you don't complete your sale within the 3 months, there is a possibility that the value of your home could have changed – values can go up or down. It's important to try and be as organised as you can, to complete the sale quickly.



### Step 3 - Choose your solicitor



You will need to instruct a solicitor to oversee the legal aspects of selling your home.

You will need to pay your solicitors legal fees and also our legal fees.

We highly recommend you use a solicitor who understands shared ownership – it will make the process a lot smoother and usually quicker for you.

### Step 4 – We'll confirm the value of your share



You should share the valuation with us, when you receive it.

We will review it and check we agree with the valuation and the valuer hasn't identified any issues with the property. If we're all happy with the valuation, we can confirm the value of your share.

### Step 5 – Instructing an EPC



If your home doesn't have a valid EPC, you will need to instruct a qualified assessor to visit your home and carry out an inspection.

You can check if there is a valid EPC by visiting - [www.epcregister.com](http://www.epcregister.com).

### Step 6 - Producing the marketing material



If we're marketing your home on your behalf during the nomination period, we'll ask you to complete a marketing form, to capture all the key information about your home.

We'll need you to take photos of your home, which can be used for advertising. You should take some time to make your home look as attractive as possible.

We'll provide a marketing sheet, and we'll ask you to check the details and confirm everything is correct.

You will need to provide a copy of your EPC.

### Step 7 – Final consent you wish to proceed



We will send you a consent to sell form to complete.

By completing and signing the form you are confirming:

- You agree with the RICS valuation of your home.
- You agree to any value associated with home improvements and sales price.
- You agree to pay our legal costs.
- You agree to pay our admin fee, management pack fee and our marketing fee if we find a buyer within the nomination period.
- You have provided details of your solicitor.
- All legal owners of the home are signing to give consent to proceed.

### Step 8 – We'll start marketing your home



We'll start listing your home on property portals and we'll advertise through other avenues to generate interest in your home.

Interested applicants will want to view your home – this will be arranged on your behalf, for a time convenient for you to show them around.

### Step 9 - Checking new buyers are eligible for shared ownership



All potential buyers identified during the nomination period will need to be assessed so we can check the home is affordable for them and they meet the eligibility criteria for Older Persons Shared Ownership.

All buyers, found either during the nomination period or after need to be aged 55 years or older. As soon as an eligible buyer is found, the home can be offered to them. At this point we'll instruct our solicitor to act for us.

### Step 10 – Completing the sales transaction



Our solicitor will contact yours and your buyer's solicitor to start the legal aspects of the sale and help to coordinate all legal matters.

If your buyer is purchasing with a mortgage, they will need to complete their mortgage application and your home will need to have a mortgage survey to agree the price.

Your solicitor will need to respond to any enquiries raised by your buyer's solicitor. When your buyer has their funds ready to purchase, their solicitor will transfer funds to your solicitor. When funds are received your solicitor will confirm the transaction has completed.



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