



London Central Portfolio Limited
Experts in property asset management

116 Seymour Place London W1H 1NW

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**LONDON CENTRAL PORTFOLIO LTD
PROPERTY SEARCH AND PURCHASE MANAGEMENT
TERMS AND CONDITIONS**

We have pleasure in confirming that you have accepted our terms and conditions as detailed below.

1. Background

- 1.1. LCP carries on business as a specialist in the location and acquisition of residential property whether for investment or personal occupation.
- 1.2. LCP locate property from such source as LCP may consider suitable or desirable and will manage its purchase and provide the other services described in these terms and conditions.
- 1.3. In consideration of LCP accepting these instructions you agree to pay LCP the fees or other sums as set out by this Agreement, whether or not you are advised simultaneously or subsequently by other parties of these properties located by LCP.

2. Specific Property Search and Purchase Management Duties of LCP

- 2.1. Comprehensive screening of available residential property (whether conversions, part of developments or developments) in and around central London, on or off the market.
- 2.2. Viewing properties, preparing a presentation document of recommended property/properties including financial assessments where appropriate
- 2.3. Negotiating with estate agents and others and agreeing terms, subject to formal contract.
- 2.4. Liaising, if required, with your tax, trust and finance advisors in relation to the proposed purchase.
- 2.5. Appointing, if required, and liaising with the relevant solicitor and surveyor during conveyancing.
- 2.6. Recommending, if required, an accountant to act for you to provide tax advice, file annual returns and agree any tax liabilities with HMRC.
- 2.7. Submitting relevant reports and general liaison with all parties

3. Obligations of LCP

To use its best endeavours to locate suitable property, obtain favourable purchase terms and to manage the purchase of the property to a high standard.



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4. Your Obligations

- 4.1 You will not inform any other interested parties including search or selling agents, other service providers or potential purchasers, of any properties presented to you by LCP.
- 4.2 You agree to pay LCP a fee for their Property Search and Purchase Management equivalent to 1.5% plus VAT of the agreed purchase price with a minimum threshold of £7,500 plus VAT
- 4.3 Our fee does not include valuation and surveying fees, legal conveyancing fees, local authority search fees or other incidental expenses (not expected to exceed £350) nor fees, if any, due to the Lender who is facilitating the finance of the purchase or to the Landlord.
- 4.4 In addition, Stamp Duty Land Tax and Land Registry fees levied by Her Majesty's Land Registry will also be charged at a fixed rate. These charges are payable by the purchaser and are not included in the Property Search and Purchase Management fee.
- 4.5 If, in special circumstances, other payments should be required, LCP will notify you in writing at the earliest possible time and propose other fees which LCP consider appropriate.
- 4.6 In the event of any variation in the duties required by you after acceptance of the terms and conditions, you must inform LCP in writing and LCP shall be entitled to recover any additional costs or expenses, occasioned by such variations.

5. Terms of payment

- 5.1 All fees, costs and expenses you agree to pay LCP and due to them in relation to point 4 should be remitted to the solicitor that you/LCP appoint to conduct the conveyancing of the selected property prior to completion of the purchase. Receipt of these should be acknowledged by your solicitor to LCP in advance of the payment date and the sums will be disbursed to LCP on the due date.
- 5.2 In the event that negotiations entered into by the solicitors you have instructed to purchase the property prove to be abortive and no subsequent purchase is completed, you will be responsible for settling the reasonable charges of LCP, the solicitor and surveyor you have appointed and any other disbursements agreed in accordance with point 4.



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6. Special Provisions

- 6.1 Where LCP instructs professional advisors or contractors on your behalf they are responsible to you and LCP shall have no liability for their actions, defaults or negligence.
- 6.2 Any advice or information proffered by LCP on properties available for sale or rent is a guide only and does not represent a guarantee or warranty.
- 6.3 The value of your investment and any income derived from it can go up and down and you may not get back the money you originally invested.
- 6.4 As purchaser, you should satisfy yourself with the reports provided by both the appointed surveyor and solicitor before instructing your solicitor to exchange contracts.
- 6.5 Unless otherwise agreed in writing these terms and conditions and the contract between us shall be subject to and construed in accordance with the laws of England.

7. Formalities

Please sign these terms and conditions for our records and provide us with your name and contact details.

Yours sincerely
 For and on behalf of London Central Portfolio Ltd _____

Your signature(s): _____ Date _____

_____ Date: _____

Full Name: _____

Address: _____

Telephone No: _____