



**BLOCK
MANAGEMENT LTD**

PROFESSIONAL PROPERTY MANAGEMENT

Property Assignment/Transfer Fee

Assignment/Transfer Fee
£150+VAT

This includes (where applicable):

- Acknowledging Notice of Assignment/Transfer and Mortgage
- Registering Deed of Covenant
- Updating new leaseholder/owner's contact details.
- Receiving and checking Stock Transfer Form and surrendered Share Certificate or indemnity form
- Recording membership in statutory books of RMC/RTM company
- Issuing Membership Certificate and/or Share Certificate
- Providing signed Certificate of Compliance/Consent
- Receiving warranties form
- Any other requirements detailed in the lease/deed.

Additional Fees:

In rare cases no pre-contract enquiries are made by the purchaser's solicitor, this will result in additional work for which a fee is chargeable of
£250+VAT

Providing copy documents by email or via web-link
No Charge

Payment may be made by:-

Bank Transfer by Faster Payments or BACS (please note BACS transfers can take up to three working days to arrive)

Account Name: Block Management Ltd
Sort Code: 23-05-80
Account number: 25062302
Reference: "SA" followed the first line of address.

Please quote property address with payment and email admin@blockmanagementltd.co.uk to advise that payment has been sent.