

Standard Legal Fees Explained

Information about purchase transactions can be found on page 4.

Remortgage Transaction

If stated in the Offer of Loan, Bank of Ireland UK will pay for the legal fees and disbursements (excluding additional work, see below) providing the remortgage transaction is completed via Legal Marketing Services (LMS). The law firm is instructed to act for us only. Bank of Ireland UK will not pay for charges relating to additional work outside the scope of a standard remortgage transaction.

If you wish to arrange for your own legal representation you will be responsible for any extra legal costs and disbursements.

For all remortgage cases there are some additional administration fees which aren't covered by Bank of Ireland UK:

- A telegraphic transfer fee of £30 + VAT is payable where the law firm is required to redeem an existing loan or send any surplus funds to you.
- A fee of £5 + VAT (per customer) is payable upon the completion of Electronic ID checks.

For remortgage cases on leasehold properties there may be an additional legal fee which isn't covered by Bank of Ireland UK.

- A leasehold supplement fee of £95 + VAT may be applicable where a full leasehold title check is necessary. This fee may apply in the following scenarios for example, the loan amount exceeds £1million, the property is leasehold and the landlord is a Local Authority or Housing Association, the property is leasehold and the loan to value exceeds 85%. Please note this list is not exhaustive.

Additional legal fees

Other fees may be charged for additional work and services required over and above the standard legal work in a fees assisted remortgage case. The law firm will discuss your requirements with you and obtain your consent to proceed before any fees are charged. Some examples of the most common additional fees which can be charged are listed below.

Additional Work	Additional Fee (excluding VAT)
Acquiring a further share in a Shared Ownership property (excluding disbursements)	£195
Applying a Deed of Guarantee	£150
Applying a Deed of Postponement	£195
Applying a Deed of Variation	£150
Applying a Declaration of Trust	£195
Assignment/Reassignment of life policies (per policy)	£30
Cancelling a cheque	£15
Checking a solar panel lease	£90
Dealing with independent solicitors (hourly rate)	£130
Dealing with independent solicitors (to send purchase monies only)	£40

Continued overleaf...

Additional Work	Additional Fee (excluding VAT)
Dealing with insufficient postage on documents received from customer	£5
Dealing with a pending repossession	£150
Dealing with related freehold purchase (excluding disbursements)	£195
Dealing with Stamp Duty Land Tax	£75
Dealing with Change of Parties (excluding disbursements)	£195
Dealing with an unsecured loan	£30
Drafting an Assured Shorthold Tenancy	£95
Drafting a Lasting Power of Attorney	£95
Drafting a Matrimonial Separation Agreement	£50
Drafting a matrimonial waiver	£15
Drafting a Statutory Declaration	£50
First registration at Land Registry (excluding Land Registry fee)	£95
First registration in Scotland (from Sasine, excluding disbursements) (Complex registrations in Scotland (from Sasine) law firm to confirm cost**)	£95 (**£200 and above)
Forwarding a copy Title Information Document/updated Registers of Title to borrower	£20
Forwarding pre-registration deeds and documents	£10
Handling self build stage payments (per tranche)	£50
Investigating bankruptcy entries per case (insolvency register check)	£30
Investigating the Title to Additional Land	£45
Investigating unclear Land Registry priority searches	£75
Obtaining a bespoke indemnity insurance policy (not a block policy, excluding policy premium)	£45
Obtaining a letter of postponement from the Ministry of Defence or local authorities (per letter)	£50
Obtaining a letter of undertaking regarding searches (Scotland)	£15
Obtaining a letter of undertaking regarding title (Scotland)	£50
Ordering documents or leases referred to in office copies (excluding disbursements)	£10
Other additional work not listed here	£130
Processing a change of name or address at Land Registry	£10
Processing an overpayment received from a previous lender not due to the fault of the panel firm	£40
Purchasing a new build property or plot of land	£150
Rectifying a defective title (hourly rate excluding disbursements)	£130
Redeeming an existing Help to Buy mortgage	£75
Registering a third party transfer document (excluding disbursements)	£100
Removing a personal charge (per charge)	£150
Removing second and subsequent charges (per charge)	£30
Removing a tenancy in common restriction	£50
Returning a mortgage advance to a lender when completion delayed by borrower	£50

Continued overleaf...

Additional Work	Additional Fee (excluding VAT)
Reversing legal completion (excluding disbursements)	up to £390
Satisfying a special condition in the mortgage offer (per condition)	£45
Satisfying or removing a restriction or caution or inhibition in Scotland	£50
Separating title and creation of servitude rights/burdens (Scotland) (excluding disbursements)	£195
Storing title deeds (Scotland) (per annum)	£75
Telegraphic transfer (same day payment) of surplus funds to the borrower (per transfer)	£30
Telegraphic transfer (same day payment) to redeem existing loans	£30
Validating a gift or loan from a third party (per gift or loan)	£50
Validating the source of a shortfall over £1,000	£25
Upgrading a legal title	£50

Continued overleaf...

Purchase Transaction

If stated in the Offer of Loan, Bank of Ireland UK will pay the basic fee for the legal work involved in a standard property purchase (excluding additional work, see below) providing the transaction is completed via Legal Marketing Services (LMS).

This offer of fees assisted conveyancing does not include any payment for costs that the solicitor must pay to a third party such as a local authority or other search fees, Stamp Duty Land Tax, the cost of taking out defective title indemnity insurance or registration fees payable to the Land Registry. The offer also does not include the charge, plus VAT, payable to the solicitor to deal with the settlement of any Stamp Duty Land Tax and the submission of the Stamp Duty Land Tax form or the cost of any associated sale. The solicitor will provide you with full details of this charge and the third party costs you will have to pay. These fees, along with the fee for any additional legal work that the solicitor carries out for you, are payable by you.

If the purchase does not go ahead, you will not have to pay for the standard conveyancing work carried out, but you will have to pay any third party costs already paid by the solicitor. For property purchases in Scotland please contact us for details of our nominated Solicitor when obtaining your Approval in Principle. If you choose not to use our nominated Solicitor you will be liable for the legal costs.

For all purchase cases there are some additional administration fees which aren't covered by Bank of Ireland UK:

- A telegraphic transfer fee of £25 + VAT is payable where the law firm is required to redeem an existing loan or send any surplus funds to you.
- A fee of £10 + VAT (per customer) is payable upon the completion of Electronic ID checks.
- For purchase cases on leasehold properties there may be an additional legal fee of £150 + VAT which isn't covered by Bank of Ireland UK.
- A fee of £75 + VAT for dealing with the Stamp Duty Land Tax form.

Additional legal fees

Other fees may be charged for additional work and services required over and above the standard legal work in a fees assisted purchase case. The law firm will discuss your requirements with you and obtain your consent to proceed before any such fees are charged. Some examples of the most common additional fees which can be charged are listed below.

Additional Work	Additional Fee (excluding VAT)
Acting for a lender of a second charge (to register or remove the second charge, not Help to Buy)	£95
Acting in a contract race	£100
Acting in an auction situation	£175
Acting where other party is involved in probate	£75
Applying a declaration of trust	£195
Applying a deed of guarantee	£150
Applying a deed of variation	£150
Applying a grant of easement or right of way	£195
Checking an existing tenancy agreement on buy to let purchases	£50
Checking and approving an existing or new solar panel lease	£90
Completing and verifying identification checks for expat customers	£40
Completing electronic identification checks (per customer)	£10
Completing tenement checks on flats and tenement property (Scotland)	£75
Dealing with equity release or lifetime mortgage loans	£95

Continued overleaf...

Additional Work	Additional Fee (excluding VAT)
Dealing with independent solicitors on related sale or purchase (hourly rate)	£130
Dealing with Islamic finance loans	£195
Dealing with lease extensions and amendments	£195
Dealing with restrictive covenant breaches	£95
Dealing with sale of unregistered property	£95
Dealing with the merger of leasehold and freehold titles	£150
Dealing with unsecured loans	£30
Drafting a lasting power of attorney	£95
Drafting a statutory declaration	£50
Drafting an assured shorthold tenancy	£95
Drafting or approving a deed of covenant	£95
Drafting or approving a key undertaking / caretaker agreement	£50
Drafting or approving a licence to assign a lease	£150
First registration at Land Registry (excluding Land Registry fee)	£95
Forwarding a copy title information document / updated registers of title to the customer	£20
Forwarding pre-registration deeds and documents	£10
Handling self build stage payments (per tranche)	£50
Investigating bankruptcy entries per case (insolvency register check)	£30
Investigating flying freehold rights and obligations	£95
Investigating septic tank rights and obligations	£50
Investigating title to additional land	£75
Investigating unexpected unclear Land Registry priority searches	£50
Obtaining a bespoke indemnity insurance policy (not a block policy, excluding policy premium)	£45
Obtaining a letter of postponement from the Ministry of Defence or local authorities (per letter)	£50
Obtaining a letter of undertaking regarding searches (Scotland)	£15
Obtaining a letter of undertaking regarding title (Scotland)	£50
Obtaining and registering a deed of postponement	£195
Other additional work not listed here (hourly rate)	£130
Purchasing a Help to Buy / Low Cost Housing Scheme property (including new build and shared ownership fees)	£395

Continued overleaf...

Additional Work	Additional Fee (excluding VAT)
Purchasing a new build property or plot of land	£150
Purchasing a shared ownership property (an initial or final share)	£195
Registering a third party transfer document (excluding disbursements)	£100
Removing a personal charge (per charge)	£150
Removing a tenancy in common restriction	£50
Removing second and subsequent charges (per charge)	£30
Resolving contaminated land issues (hourly rate)	£130
Reversing legal completion (excluding disbursements)	up to £390
Satisfying a special condition in the mortgage offer (per condition)	£45
Satisfying or removing a restriction or caution or inhibition (not for tenancy in common)	£150
Separating title and creation of servitude rights /burdens (Scotland) (excluding disbursements)	£195
Storing title deeds (Scotland) (per annum)	£75
Telegraphic transfer (same day payment) of surplus funds to the customer (per transfer)	£30
Telegraphic transfer (same day payment) to redeem existing loans	£30
Transferring a share in a management company	£50
Validating a gift or loan from a third party (per gift or loan)	£50



Need this document in Braille, large print or audio? Call us on 0345 300 8000*

YOUR PROPERTY MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.

* Lines are open 9am to 5pm Monday to Friday. Calls may be recorded for training and monitoring purposes. Calls cost no more than calls to geographic numbers (01 or 02). Calls from landlines and mobiles are included in free call packages.

Post Office Money® Mortgages are provided by Bank of Ireland (UK) plc. Post Office Limited is an appointed representative of Bank of Ireland (UK) plc which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Bank of Ireland UK is a trading name of Bank of Ireland (UK) plc which is registered in England & Wales (No. 7022885). Bow Bells House, 1 Bread Street, London, EC4M 9BE. Post Office Limited is registered in England and Wales. Registered Number: 2154540. Registered Office: Finsbury Dials, 20 Finsbury Street, London, EC2Y 9AQ. Post Office Money® and the Post Office Money® logo are registered trademarks of Post Office Limited.