

## Residential Real Estate Sales



Whether you are a selling your first home or downsizing from your home of many years, our expertise and personalized service will let you rest easy throughout the completion process.

Selling a home can be an exciting, stressful and busy time. Whether you are selling a home you've lived in for a short time and moving to something larger or downsizing from your long-time family home, it is important that a lawyer acts on your behalf during the transaction. And with so much to do ahead of your move, you can count on your lawyer at Kelly Santini LLP to take care of all the legal steps needed to finalize the sale of your home. That's why thousands of people in Ottawa select us every year to make sure their house sale goes smoothly and to ensure their interests are protected.

### Selling a Home – Services Performed by your Lawyer

There are a number of issues which we will address for you in order to ensure a smooth transfer of your property to the purchaser. These tasks include:

- Review and complete the draft deed which formally transfers the property from you to the purchaser.
- Prepare the statement of adjustments for the purchaser's lawyer. The purpose of the statement of adjustments is to calculate the precise amount that will be owed at closing. Adjustments will be made for the various payments that affect your property, including taxes.
- Write to your mortgage company to determine the exact amount owing on the date of closing.

- Prepare and electronically register the necessary discharge of mortgage.
- Perform a subsearch of the property. This outlines any existing mortgages and other instruments which are registered on the property.
- Answer the letter of requisition from the purchaser's lawyer and discuss with you any potential problems that could delay the closing.
- Oversee the execution of all the necessary documents.
- Instruct the purchaser's lawyer on how to transfer the funds from the sale. In most circumstances separate cheques are requested and made payable to your mortgage company, our firm in trust and you.
- Payout the mortgage, the real estate commission, outstanding property taxes, utilities, etc.
- After closing, advise the City of Ottawa, Enbridge and Hydro One of the change in ownership of the property.
- Report to you.

In advance of closing please contact all utility companies who supply services to the property being sold and advise them that a final reading will be required. They will likely require the date of closing in order to schedule the final reading.

## What are the Additional Costs When Selling a Home? \*

When you are selling your home there are a small number of additional expenses. These are:

Tax Certificate (if applicable)	\$56.00
Registration of discharge of charge (if applicable)	\$70.60
Office Expenses (fax, copies, courier, etc.)	\$40.00 – \$50.00
Subsearch	\$20.00

\* The fees and disbursements quoted apply only to residential home sales and are subject to change without notice.

## Who Contacts the Utilities?

In advance of closing you will need to contact all utility companies who supply services to the property being sold and advise them that a final reading will be required. They will likely require the date of closing in order to schedule the final reading.

## More real estate FAQs on-line at [www.kellysantini.com](http://www.kellysantini.com)

The residential real estate section of our Kelly Santini LLP's web site contains more helpful information for home buyers and sellers. Or drop us an email with your question at [inquiries@kellysantini.com](mailto:inquiries@kellysantini.com).

## Offices & Languages

Our services are available from our office in downtown Ottawa or in Nepean and we are proud to offer legal services in both English and French.

If you have any additional questions, please contact:

**Lawrence Silber**  
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