

<p>need to provide a specification for the proposed works for review by the Leasehold and Sales Team.</p> <p>Consent for major improvements: This is considered similar to the above but may involve a visit from a surveyor (Asset Management Officer) or approving building plans (or both). With larger more complicated improvements such as extensions or loft conversions, we may need to arrange for our nominated surveyor to visit you. We may need to approve your building plans and make sure that they keep to current building regulations. You will also need the local authority's planning permission if this applies</p>	<p>£75.00</p> <p>£150.00</p>
<p>Postponement: When the Association agrees to postpone a charge in favour of another charge against the property.</p>	<p>£125.00</p>
<p>Consent to a further advance: When a property is shared ownership or the home has been funded with the aid of a Home buy loan and the residents require a further advance residents must receive our consent. The Association will only consent to further advance under certain circumstances, as set out in your Lease or Loan agreement. The Association will require details of the amount residents are applying for and confirmation of the open market value of the property this will need to be carried out by an RICS accredited valuer and this may incur further costs. The fee charged by the Association is for the administration involved in the preparation and letters of consent.</p>	<p>£125.00</p>
<p>Extension of leases (in accordance with Policy & Procedure) in place of normal assignment fee.</p>	<p>£500.00</p>
<p><u>FREEHOLD OR HOMEBUY PROPERTIES</u></p>	
<p>Deed of Covenant: where a property is sold, and where there are Restrictive Covenants contained within the title, a Deed is required to ensure that the Covenants or Restrictions will bind the purchaser.</p>	<p>£115.00</p>
<p>Licences: where a resident wishes to use land owned by Pennaf Housing Group e.g. for parking, providing a recreational facility.</p>	<p>£200.00</p>

Notice fees:	£60.00
<u>GENERAL ENQUIRIES</u>	
Obtaining copy lease at owners request: This fee is considered appropriate if the Association have a copy of the Lease at Association Head Office. There may be additional costs if the Lease is only available through solicitor's archives.	£57.00
Replacement or additional copy of buildings insurance summary of cover A copy of this will be provided to all Leaseholders at each renewal (correspondence sent to lender will be subject to charge)	£10
Solicitors Enquiries; (over and above standard enquiries) when responding to questions raised by solicitors at the start of a transaction it will be necessary to charge a sum appropriate to the complexity of the queries raised. The costs of completing these should fall outside the bundled costs for the transaction.	£75.00
Stair casing; Fee will cover the administration costs while we agree valuation, approve the mortgage offer and complete the memorandum of stair casing to full ownership and the freehold in your home is being transferred, this will also cover the costs of signing and sealing the transfer documents.	£100.00
Valuation fees – Where a valuation is required the Association will charge actual costs as agreed with a panel of independent Valuers	£135 incl VAT
Reservation Fee: Taken from purchasers on sign up for proposed Assignments. This is refundable on completion. If the sale does not proceed this sum is forfeited by the prospective purchaser.	£150
EPC: Energy Performance Certificate is a requirement on sale of a property	£60
Redemption of Homebuy Loan: This applies when you decide to repay your equity	£120.00

<p>loan. This fee will cover our administrations costs whole we agree the valuation and instruct our solicitors and release our legal charge by signing and sealing and returning the legal charge certificate. This fee is payable at the end of the transaction.</p>	
<p>Lease extensions or alterations:</p> <p>This fee applies when you need us to make and approve changes to Leases such as altering the terms if you apply to extending the term of your lease. You may also be responsible for additional charges, such as our legal fees depending on the nature of the changes and the reason for them. Note if you are extending your lease, there will also be a premium to pay. Contact your Leasehold and Sales Team for further details</p>	
<p>Issue of a Notice of Forfeiture under section 146 of the Law of property Act 1925</p>	<p>£300.00</p>
<p>Management Agreements (Llys Menai)</p> <p>Costs for the approval of the purchaser. Acknowledgement and approval of the transfer documents and collecting the differed service charge payment on sale.</p> <p>Solicitors Enquiries</p> <p>Enquiries on behalf of the purchaser for the property sending information in relation to the buildings insurance, service charges, sinking funds and maintenance information.</p>	<p style="text-align: center;">£69.00</p> <p style="text-align: center;">£120.00</p>