



The Host Property Group

SALES GUIDE

Host Property offer a comprehensive service for both buying and selling residential property in South East county of Essex. Our experienced Sales Team are dedicated to providing you with a superior and professional service throughout the buying and selling process.

We pride ourselves on monitoring every stage of your sale / purchase, from the initial instruction and marketing of your home right through the progression of the sale to completion.

At any time you will be able to obtain updates on progress, be it from the amount of viewings, the feedback from those viewings, to offers made and progress of your sale our professional and friendly staff will always be available and happy to speak to you.

Valuation and Consultation

Our Listings Manager will visit your home to carry out a full professional appraisal. During their visit they will find out what you want from your Estate Agent (apart from the obvious) and how we can achieve it for you. We will provide you with a professional valuation with comparable prices and marketing reports specific to your home.

Marketing your Home

Once you decide to instruct us to sell your home, we will provide a document outlining our Terms of Engagement called an

Agency Agreement

We will produce a high quality sales brochure about your property, in full colour. Your property details (once approved by yourself) will be on display in our sales office window in a prominent location in the heart of offices.

Your home will appear in our colour advert in the Southend Standard on a regular basis. Our experienced Sales team will phone all applicants registered on our database, (many of whom are in a position to proceed immediately).

Technology is also a very important tool for us, your home will be available on our state of the art website



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www.hostproperty.co.uk and also on various main stream websites including Rightmove, Zoopla and our own bespoke website.

We offer an accompanied viewing service during office hours (6 days a week) should you not be available.

Any applicants viewing our properties have been appropriately checked, we will know their home address, telephone number and position (ie if they are first time buyers, have a property to sell, etc). Your security is very important to us.

We obtain feedback on all viewings and will report back to you with any comments and subsequent offers. All of the above enables us to reach the widest possible audience and achieve the best possible price for your home.

Offers and Sales

We are bound by the Estate Agents Act to advise you in writing (as well as verbally) of all offers put forward. We will establish the position of your prospective purchaser, either be speaking to the Mortgage Advisor or contacting other Estate Agents if there is a chain involved, before we contact you to discuss the offer.

We work for you, we take pride in obtaining the best possible price achievable for your property. At every stage of the offer process, we will give you a balanced and professional opinion on which to base any decisions you make.

Once a sale has been agreed, we will write to all parties, including Solicitors, confirming all details of the sale. We will fully progress the sale through to completion and keep you appraised at every stage.

Home Information Packs

With effect from 14th December 2007, it became compulsory for all properties being offered for sale to have a Home Information Pack. These packs include important information about your home with Local Authority searches, Energy Performance Certificates and other details which should speed up the whole process of selling your home.



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Solicitors and Financial Advice

We can recommend local Solicitors whom we work closely with and who will deal with the conveyance of your home efficiently. In addition, we have a Financial Advisor who can go to the majority of the High Street banks along with many other financial institutions to source you the best possible deal for your mortgage. He can also assist, if you wish, in transferring your existing mortgage and give you general advice on all aspects of financing your home.

About Host Property

Host Property was formed in 2006 our staff have a wealth of background in the property agency business. We saw a niche in the South East Essex market for an Independent Estate Agent offering "back to basics" honest Estate Agency.

We offer a comprehensive service with a dedicated Sales team providing a superior and professional service in every aspect of selling your home.