Sales Process with B-hive Property Solutions

B-hive Property Solutions

01

Log into your online portal and complete a request for a legal pack or alternatively complete the Sellers Pack Request Form located on our website and send to cosec.presales@b-hivepropertysolutions.com

02

The pre-sales enquiry team will then send you an invoice for the sellers pack. Once payment is made, we'll begin preparing your documents.

03

The Seller Pack will be sent electronically to your nominated email addresses. This should be sent within our service line agreements.

04

Once the documents are with your solicitors, they will review and share with the buyers solicitors. At this point the buyers solicitors may come back with further enquiries. These enquiries could be for the owner, the sellers solicitors or us.

05

Any additional enquiries for the management company should be sent to the cosec.presales@b-hivepropertysolutions.com and the pre-sales team will review the enquiries, gather the responses and respond to your solicitors in a timely manner.

06

Your solicitors should request for an up-to-date statement of account before your sale has completed. This will allow them to make the neccessary apportionments between you and the buyers. We do not get involved with the apportionment process and it should be done by the conveyancing solicitors.

07

Once the sale has completed. The buyers solicitors should prepare all the required post completion documentations and send this to cosec.postcompletion@b-hivepropertysolutions

08

The post completion team will review the documents provided by the buyers solicitors. If all correct, then we can update our systems and action the adminsitration required. If we are missing documents or information, we'll contact the buyers solicitors to resolve before updating our records.

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