

LAW SOCIETY CONVEYANCING HANDBOOK



PREFACE

The Law Society and its Conveyancing Committee are pleased to introduce to practitioners the 3rd Edition of the Society's Conveyancing Handbook. This is an updated compilation of recommendations, practice notes and articles on conveyancing practice and procedure issued by the Conveyancing Committee from the late 1970s up to July 2006.

It is hoped that the 3rd Edition of the Conveyancing Handbook will assist practitioners in ascertaining what the Conveyancing Committee considers to be good conveyancing practice in particular areas. It should be noted that these recommendations represent merely the views of the members of the Committee and reflect their thinking at the time of issue of the practice notes. The Conveyancing Handbook does not purport to be an authoritative interpretation of the law, the ultimate arbitrators of which are the courts. The recommendations contained in the Handbook are designed to ease conveyancing practice and take account of the practicalities of conveyancing transactions.

In preparing the 3rd Edition, some practice notes which are no longer relevant to current conveyancing practice have been omitted. However, in some other cases it has been decided to retain older practice notes in order to reflect the historical position regarding particular practices and procedures, as it was felt that this would be of assistance in some cases, even where current practice and procedure may be different. Some other practice notes have been brought up-to-date by way of updates printed in bold type at the foot of the practice notes or by way of the footnotes in italics in the page margins.

The appendices contain some of the more frequently requested precedent documentation, along with some Revenue statements of practice. The Committee strongly recommends that practitioners use the websites of bodies such as Revenue and the Land Registry to keep up-to-date with their practice directions and statements of practice. The committee also recommends that practitioners utilise the very helpful precedent documentation and other practice aides such as practice notes, submissions, etc, on the Law Society's own website.

The Society would like to thank all current and former members of the Conveyancing Committee for their invaluable contributions over the years to the work of the Committee and for practice notes produced by them which have been used in the

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three editions of the Handbook to date. The Committee has also drawn to some extent on practice notes relevant to conveyancing practice which have been produced by other Law Society committees, and would like to acknowledge the work of the Professional Practice/Guidance (now Guidance and Ethics) Committee, the Registrar of Solicitors, the Taxation Committee and the Technology Committee. The Society would also like to thank current and former Secretaries to the Conveyancing Committee who coordinated the publication projects, together with Law Society staff members who designed and typeset this and previous editions of the Handbook.

The Law Society hopes the Conveyancing Handbook will continue to be of practical assistance to all conveyancing practitioners.

LAW SOCIETY CONVEYANCING HANDBOOK, 3RD EDITION

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Law Society Conveyancing Handbook, 3rd Edition

1st Edition 1990

2nd Edition 1998, updated 2001

3rd Edition (on CD ROM) 2006