



The estate agent sells your house for you and they try to make sure they get the best possible deal in the specified time.

You pay them a fee for acting on your behalf, so you need to make sure you employ a reputable firm. Ask the estate agent if they are a member of the NAEA and if they are signed up to the Estate Agents Ombudsman (they will need to be if they are selling HIPs).

Using local agents

Here are some points to follow before you make a decision:

- When getting valuations from different agents – bear in mind the highest figure may not be the most realistic
- Check their terms and conditions - charges may vary
- Find out exactly what you're paying for – how the agent will advertise your property, and where
- Home Information Pack – check how this is paid for and when you may be able to negotiate fees, although most agents charge a standard fee based on a percentage of the selling price.
- Agree a maximum selling time. If you're happy with the service, you can always extend it – and if you're not, you can change agents when the time's up
- Last but not least, try and choose an agent you like – selling a house can be a long process, so it's important you get on.

Types of agency

There are different types of agency contracts which you can enter into. These are:

Sole Agency

This is where one estate agent takes full responsibility for selling your home, and you pay them the agreed commission on completion. If you agree a sale privately you might also be required to pay commission, so check the contract.

Joint Agency

This is an arrangement where two or more agents sell your property and share the commission when the sale goes through – regardless of which agency makes the sale

Multiple Agencies

This is an arrangement where you sell through more than one agent, but instruct them independently – so whoever sells the house gets the commission.