



# How To Correctly Sign Your Transfer Deed

Brilliant news! Your Lawyer/Solicitor is ready for you to execute your Transfer Deed. The Transfer Deed is a legal document that is used by the Land Registry to update the property's legal title with details of the new owners, following completion of your transaction. Both the Seller and Buyer will each sign their own copy of the Transfer Deed with their respective solicitors.

To execute the Transfer Deed, you will need an Independent Adult Witness (18yrs+) who is not a relative/family member and who is not a party to the transaction, to assist you in executing the document. For example, your Independent Adult Witness could be a neighbour, friend, work colleague or anyone else that fits into the above criteria. The witness will watch you execute the Transfer Deed.

Your Independent Adult Witness will then need to execute the Transfer Deed in the space provided for 'Witness'. They will also need to include their full name and address. It is important that they state their full name, rather than their initials, to avoid delays further in the transaction.

If you are selling and/or purchasing on your own, both you and your Independent Adult Witness will only need to execute each Transfer Deed once. However, if you are selling and/or purchasing with another person(s), the same Independent Adult Witness can be used for each of you providing that they meet the required criteria as above. Please note however, they will need to sign against each individual seller/buyer's signature separately.

Please see the opposite example on how to sign the Transfer Deed

Once you have executed the Transfer Deed following the examples above, please return the original signed Transfer Deed to us in the post. Our Manchester Office is located at the following address -

Read Roper and Read Solicitors, T/A LPL  
11th Floor,  
Alberton House  
St Mary's Parsonage  
Manchester, M3 2WJ

**Telephone:** 0333 3051 012

**Email:** [info@lpropertylawyers.co.uk](mailto:info@lpropertylawyers.co.uk)

**Website:** [www.lpropertylawyers.co.uk](http://www.lpropertylawyers.co.uk)

## 12 Execution

Signed as a deed by

**SIGN HERE X**

.....  
in the presence of:  
Signature of

WITNESS SIGNATURE

.....  
Name (BLOCK CAPITALS)

WITNESS FULL NAME

.....  
Address

WITNESS ADDRESS

.....  
Signed as a deed by  
NAME OF SELLER/BUYER

**2nd BUYER/SELLER SIGN HERE X**

.....  
in the presence of  
Signature of

WITNESS SIGNATURE

.....  
Name (BLOCK CAPITALS)

WITNESS FULL NAME

.....  
Address

WITNESS ADDRESS

If the same witness is signing for all sellers/buyers, the witness is required to sign against each signature and complete their details.