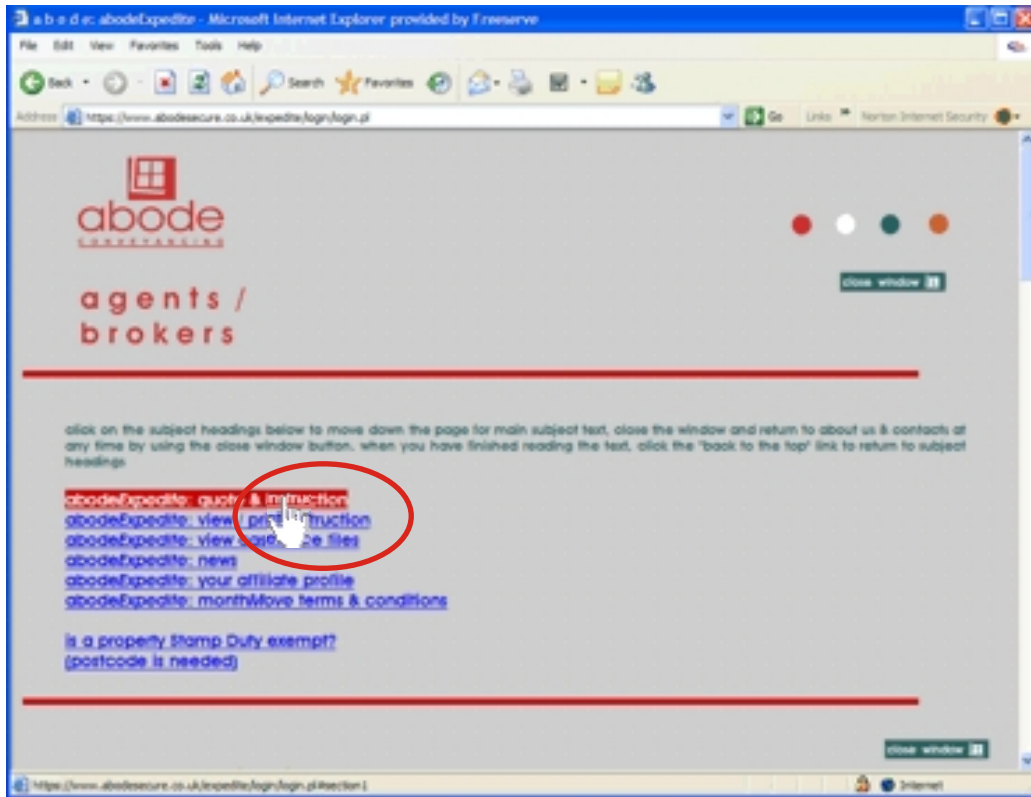


instruct &/or quote for a remortgage

www.abodeExpedite.co.uk

close

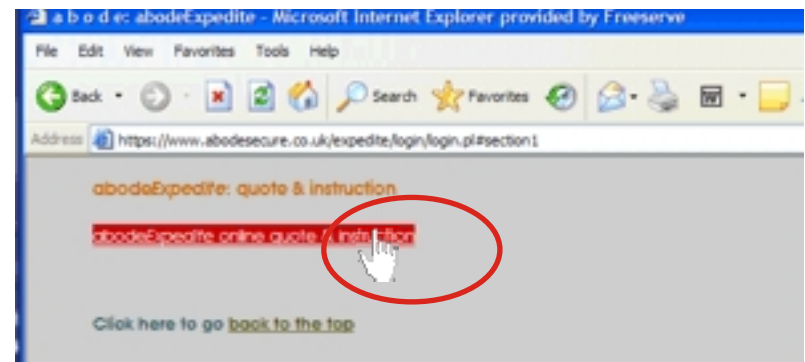
forward



how to instruct &/or quote for a purchase

From the agent / brokers secure area homepage (see left) please choose **"abodeExpedito quote & instruction"**.

The page will then move down to the "abodeExpedito quote & instruction" section. Next, please choose the link **"abodeExpedito online quote & instruction"** (see below).



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select “remortgage” as transaction

A pop-up window (see left) will then appear to allow selection of the required transaction. In this case, as the property is to be remortgaged, the “**remortgage**”, link should be selected.

On the following page (see below), please choose “**next step**”



NB: If any pop-up window does not open, simply press and hold the “Ctrl” key (usually found at the bottom left of the keyboard) whilst clicking the link until the window opens.



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The screenshot shows a web browser window with the URL <https://www.abodesecure.co.uk>. The page title is "abode instant quote". The form contains the following fields and options:

- remortgage value in £'s:
- area of the property'rs:
- your new lender'rs:
- tick box if leasehold'rs: leasehold

At the bottom of the form, there are two buttons: "<<< go back" and "next step >>>". The "next step >>>" button is circled in red, and a mouse cursor is pointing at it.

Below the buttons, there is a feedback section: "we welcome feedback, please report any comments:

enter remortgage details & choose firm

Please fill out the required remortgage information.

Please be sure to choose the correct NEW lender and area the property is in from the pull down menus.

If the property is leasehold, please tick the appropriate box.

To complete on the remortgage within 24 hours of mortgage offer GUARANTEED subject to terms, then please tick the remortgage24 box (not shown). The remortgage24 service will be available shortly, please ask abode for further details.

Please then choose "next step" button (see left) to go to the next stage.



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view quote & instruct solicitor online

The next screen (see left) is a full breakdown of ALL the charges. All instructions are no completion-no fee, and there will be no 'hidden extras' for a routine registered conveyancing transaction, and that is GUARANTEED.

As you can see, we provide an extremely comprehensive quote which includes EVERY single search that might need to be carried out on a routine conveyancing transaction to offer your client piece of mind that there will be no expensive surprises later on. We believe this is the most comprehensive quote available anywhere in today's market.

If an agent / broker has elected to take a commission then this will be included in the total fees, as will the remortgage24 uplift.

There is a "print this page" button (not shown) at the very bottom left of the quote page to enable printing of the quote.

If the quote is acceptable and the client wishes to instantaneously instruct online, please choose "next step" (see left).



abodeExpedite



instruct &/or quote for a remortgage

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The screenshot shows a web browser window with the URL <https://www.abodesecure.co.uk>. The page title is "abode instruct: step 1 2". The form is titled "correspondence details" and contains the following fields:

- applicant name/names & title*: Mr and Mrs Smith
- house name &/or no. & street*: 49 Smith Street
- post town*: Smithtown
- postcode*: SM1 1TH
- landline tel. no*: 02012345678
- work tel. no*: 02098765432
- mobile tel. no*: 07700123456
- client to receive SMS updates? no yes
- client email address*: unknown@abodeExpedite.co.uk

There are two ovals on the form: a blue oval around the "client to receive SMS updates?" field and a green oval around the "client email address*" field.

instruct solicitor online, step 1

Now the correspondence details for all the clients must be correctly entered (see left).

Upon clicking out of the "mobile tel. no". Field, if a number has been entered a new field will appear on the form (see blue oval, left). Please select "yes" only if the client is to receive SMS text message updates on their conveyancing to their mobile.

If the client wants to receive the email elaborating on the text message updates, or if they wish to log in to caseTrace online, their email address MUST be entered in the "client email address" field (see green oval, left).

If the client does not have a mobile and / or email, or does not wish to receive updates, simply leave these fields as they are.

Please then choose "final step" button (not shown) at the bottom of the page to go to the last stage.



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instruct solicitor online, step 2

If the remortgage address is the same as the correspondence address (as it frequently is) there is a “**copy correspondence details**” box which when ticked (see left, red oval) will automatically fill the sale address form with the correspondence address. If the remortgage address is different, please enter these details as full as possible here.

The next section headed “IMPORTANT” in red is the additional questions which should be completed before sending back to the solicitors (see left, blue oval). If some or any of this section cannot be completed now, the answers can be written on the hard copy by hand.

Please then scroll to the bottom of the page and choose the “**instruct solicitor**” button (not shown) at the bottom of the page to instantaneously instruct online.



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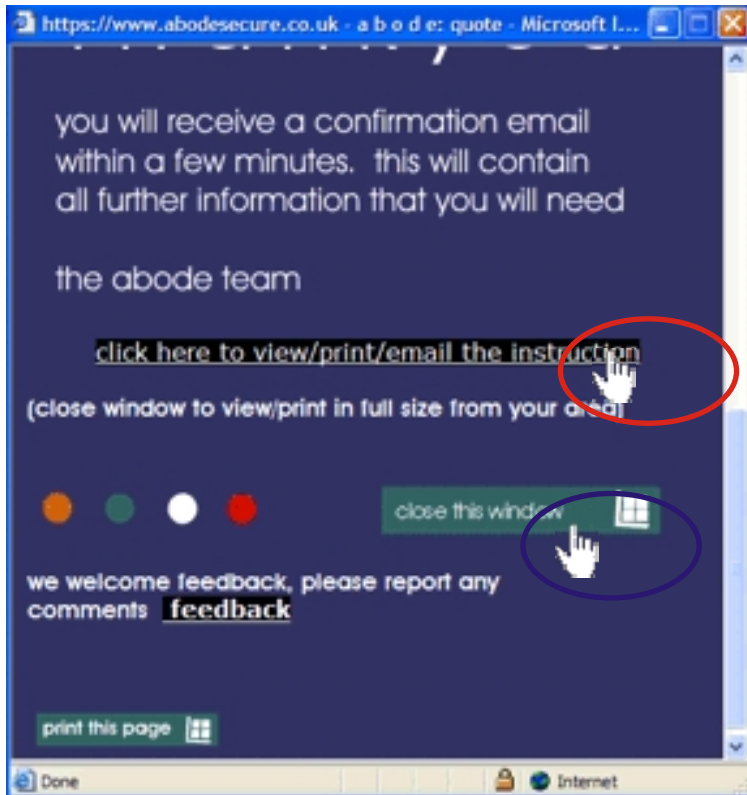
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finish



confirmation & view/print/email

The next page is to confirm the information has been accepted and that the solicitor is instructed. **The abodeExpedite reference displayed on the page should always be noted down to enable easy reference in case of any query.**

If you wish to print, view, or email the instruction to your client at this time you may choose “**click here to view/print/email the instruction**” (see left, red oval). The last two slides of “**how to instruct a sale**” presentation contain further instructions on how to do this. These instructions are also applicable for viewing/printing/emailing the instructions from your secure area.

If you have finished for now and/or wish to print later from your secure area, please click the “**close window**” button (see left, blue oval), and you will be returned your secure area or if you wish to print, view, or email the instruction, please view the last two slides of the “**how to instruct a sale**” presentation.



[click here to finish](#)

