

Rooftop Housing Association Shared Ownership Fees

This document explains the after-sales fees and charges that may apply once you have completed the purchase of a shared ownership home with Rooftop Housing Association.

After-sales fees relate to specific services or approvals required under your lease or requested by you after completion. These charges allow Rooftop to recover reasonable administrative, professional, and legal costs.

Your lease remains the legally binding document and will take precedence in all circumstances.

Fee type	Amount
RESALES	
Rooftop Admin Fee	£150 plus VAT
RICS valuation (payable to a third party) – payable by seller	£225 plus VAT
RICS desktop extension (payable to a third party) – payable by seller	£70 plus VAT
Reassignment of lease (Rooftop’s Solicitor fee) – payable by buyer and seller	£250 plus VAT
Mortgage approval fee (Rooftop’s Solicitors fee) payable by buyer	£45 plus VAT
STAIRCASING	
Rooftop Admin Fee	£150 plus VAT
RICS valuation (payable to a third party)	£225 plus VAT
RICS desktop extension (payable to a third party) – payable by seller	£70 plus VAT
REMORTGAGING	
Rooftop Admin Fee	£30 plus VAT
Notice of charge (if changing lender only)	£50 plus VAT
TRANSFER OF EQUITY	
Rooftop’s Solicitor fees	£375 plus VAT
LEASE EXTENSIONS (Voluntary – Shared Ownership)	
Rooftop Admin Fee	£150 plus VAT
RICS valuation (payable to a third party)	£350 plus VAT
RICS desktop extension (payable to a third party)	£70 plus VAT
Rooftop’s solicitor fees (not including disbursements)	£825 plus vat
Freeholder’s valuation, legal, and admin fees (if Rooftop isn’t the freeholder)	£TBC

Rooftop is committed to transparency and fairness. Our after-sales fees are;

- Charged only where a service is provided or consent is required.
- Designed to reflect the actual costs of administration and professional input.
- Clearly communicated before work begins.
- Some fees may be payable in advance.
- Non-refundable once processing has commenced, unless Rooftop is unable to provide the service.

Fees may be reviewed periodically. Any changes will be published to our website and will not apply to services already requested or paid for.

Rooftop’s solicitor will confirm fees with your solicitor before commencing work, please confirm any legal fees with your solicitor.

This information is provided for guidance only. Fees may vary depending on individual circumstances. Please contact Rooftop’s Sale Team to confirm the fees that apply to you.