

THE BUYING PROCESS

Step 1: Initial Consultation – My session with you will help us to determine your wants and needs in a home, and whether I am the person to help you find that home.

Step 2: Lender Consultation and Pre-Approval – I will put you in contact with a lender to determine your price range and loan options.

Step 3: Viewing Homes – We will tour selected homes which fit your criteria.

Step 4: Making an Offer – When you identify the home that you want to purchase, I will obtain disclosures from the Listing Agent to ensure that you have all the necessary information to evaluate the home. I will then assist you in writing the purchase contract and in presenting it to the Listing Agent. You will need:

- a. A good faith deposit (ideally 3% of the purchase price)
- b. A letter of Pre-Approval from your lender
- c. A signed purchase contract for the property
- d. Signed disclosures for the property

Step 5: Negotiate for the Deal – I will work with the Listing Agent to negotiate the best deal for you on the home that you want.

Step 6: Contract Acceptance – When we come to terms on the contract, both the Buyer and the Seller will sign all documents. At this point we have an “executed” contract, and provide the contract to the Title Company along with your deposit check.

Step 7: Contingency Periods - From the date of acceptance of your contract by the seller, you will have defined periods in which to review inspections, reports, permits and disclosures, obtain approval from your insurance company regarding homeowner’s insurance, obtain formal approval on your loan, and conduct any additional evaluations of the property. These periods are called “contingency periods”. When you are sufficiently satisfied to remove these contingencies, we will do so in writing as a part of the contract process.

Step 8: Document Signoff – You will sign all documents at the Title Company and we will conduct a final walk-through of the property approximately 3-5 days prior to the scheduled Close of Escrow.

Step 9: Close of Escrow – This is the day that the transfer of title is recorded at the County Recorder’s Office, and the title of the property is transferred to you.