

My Guide to the Home Buying Process

INITIAL INTERVIEW TO DISCUSS HOME BUYING PROCESS

- Evaluate goals and discuss the needs and wants in a home.
- Discuss selecting a qualified lender and determine buying power and financing options.
- Review our communication process for finding and selecting homes. This will include creating a detailed home search using our local MLS, Private Listing Network, @properties Christie's International Real Estate's in-house agent communication app (seen by over 4000 agents), as well as, connecting with my professional network of key agents at other brokerage firms.
- Create your personalized Zenlist subscription allowing you to setup your own searches on the most robust and real time home search tool.

IDENTIFYING AND SEARCHING FOR A HOME

- After identifying properties, we will schedule showings around your availability. This will include options to see properties in the evenings and on the weekends. I can also preview properties or do virtual showings as needed.
- I will help you determine a home's construction quality, floorplan usefulness, finishes and overall appeal.
- I will also help evaluate the location and identify if the home is in the school district that you are interested in.
- After identifying a home to purchase, I will create a comparative market analysis and we will discuss our negotiation strategy by reviewing relevant sales data.
- I will review and help with the writing of the contract and disclosures while explaining each contingency and all steps to getting an accepted offer.
- I will help you navigate the market with ease and excel in any multiple offer situations.

GUIDANCE FROM CONTRACT TO CLOSE

- After obtaining a fully executed contract I will help you identify a real estate attorney who will assist with the closing of your purchase.
- I will obtain the initial earnest money and provide it to the listing agent.
- I will help you hire and schedule a home inspector.
- I will attend the inspection and take notes of your concerns and issues that you would like fixed or addressed.
- I will advise how to proceed with any inspection item negotiations.
- I will provide support and guidance throughout the attorney review period in concert with your attorney.
- After a successful attorney review period, I will obtain the balance of earnest money and provide it to the listing agent.
- If the home is part of an association, I will help you review the associations meeting minutes and budgets to help determine if the association is "healthy."
- I will provide you with the associations declarations and bylaws so you are aware of the association's rules and regulations.



GUIDANCE FROM CONTRACT TO CLOSE (CONTINUED)

- I will stay in contact with your lender to make sure the home appraises for the value on the contract. If the home does not appraise for that number, I will guide you in regards to your options.
- I will be in communication with your lender to obtain the commitment letter and provide that to the listing agent allowing for a “clear to close.”
- I can recommend a mover and other contractors if needed via my vendor list.
- I will schedule and attend a final walk through to make sure the home was left in good condition and working order. If there are any issues at the final walkthrough, I will help negotiate a resolution to any incomplete items.
- I will attend the closing when allowed and make sure you have obtained all keys, codes, electronic passwords and garage door openers.
- If there are any items that need fixing before you move in, I can help you schedule work to be done and even let contactors in your new home to make the repairs.
- After you move in, I’m a constant resource for you for all things real estate. Reach out anytime.

POST-CLOSING FOLLOW UP

- I’ll check in to see how things are going occasionally.
- I’ll send you your settlement statement in January of the following year after your purchase, so you have it handy for tax preparation.
- The following year I’ll check the tax records to make sure you have claimed the proper exemptions and if not, I will guide you on how to claim those exemptions.
- Lastly I’ll check in from time to time to update you on your home’s value much like a financial advisor.

www.stephaniepoulosre.com

