

Real Living Buyer's Checklist

Real Living



Initial Consultation

- Consult with you to determine your needs and expectations
- Explain the types of real estate agency relationships
- Explain Real Living's Agency Policy and Fair Housing policy
- Provide you with all required consumer disclosures
- Help you prioritize your list of required vs. desired home features
- Help you determine an appropriate price range and obtain loan pre-approval
- Provide you with My Real Living 2.0 updates of new listings based on that criteria
- Provide information about lending options through Lender's National Mortgage
- Keep confidential any and all information that might affect your negotiating position (such as your maximum price) and any information that you specify, in writing, as confidential
- Encourage your loyalty with Builders, open houses, FSBO's and advertised properties.

Showing Homes

- Search the Multiple Listing Service (MLS) for properties within your price range that match your needs, whether they are listed with Real Living or another broker
- Provide objective information about communities you may be considering
- Preview homes on your behalf, if applicable
- Make appointments with listing agent(s), Builders and/or Seller(s) to visit properties
- Provide information on each home we visit

Writing the Offer

- Obtain detailed information and disclosures, if applicable, on selected properties
- Provide relevant market data or Comparative Market Analysis (CMA) to help you estimate a property's value
- Write and review the offer to purchase and all applicable disclosures with you
- Discuss the importance of a Home Warranty
- Help you prepare the offer to purchase
- Discuss items that will remain with the property (appliances, window treatments, etc.)
- Provide you with copies of all the applicable documents
- Explain earnest money and procedures regarding the Broker's trust account

Presenting the Offer

- Explain the process of presenting and negotiating an offer to purchase
- Present your offer to the Seller(s) and/or the Listing Agent in a timely manner

Coordinating the Transaction

- Schedule the Home Inspection and discuss how we will handle issues found.
- Order termite, well, septic inspections and order gas line warranty (if applicable)
- Follow-up on contract terms and remove any time-sensitive contingencies
- Coordinate the efforts of all applicable service providers
- Have Buyer's Insurance Company contact the Title Company
- Review the HUD Closing Statement with you prior to closing
- Discuss the need and said amount of a Cashier's Check at closing
- Schedule the closing, if applicable
- Schedule and attend a final walk-through with you prior to closing, if applicable
- Attend the closing with you, if applicable
- Coordinate possession time and the transfer of key
- Be available to handle questions and concerns throughout the entire process!