

# HOME BUYER CHECKLIST

| <b>Step 1:<br/>Budget And<br/>Criteria</b>  | <b>Step 2:<br/>Searching For A<br/>Home</b>   | <b>Step 3:<br/>Writing A<br/>Contract</b>  | <b>Step 4:<br/>Contract to<br/>Move-In Day</b>   |
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| <ul style="list-style-type: none"> <li>• Get preapproved from a lender to determine your budget</li> <li>• Determine cities/area you're willing to live</li> <li>• Bedroom and Bathroom needs</li> <li>• Square footage needs</li> <li>• Unique features needed. Garage, Shed, Land amount, bedroom on main level, etc.</li> </ul> <p><b>Tip:</b> This criteria can and most likely will change as you move through step 2. The goal is to narrow the search to what is most important to you to make it easier to find the right home.</p> | <ul style="list-style-type: none"> <li>• Review your MLS portal link (at least 1x per week)</li> <li>• Update your agent on homes or features you like</li> <li>• Schedule time to go see properties</li> <li>• Provide feedback on homes you see</li> </ul> <p><b>Tip:</b> The average buyer sees 5 homes before writing their first contract</p> <p><b>Tip::</b> The average buyer writes 2-3 offers before getting one accepted.</p> | <ul style="list-style-type: none"> <li>• Understand your contingencies (ways out of a contract)               <ul style="list-style-type: none"> <li>◦ Home Inspection(s)</li> <li>◦ Appraisal</li> <li>◦ Financing</li> <li>◦ Condo/HOA docs</li> </ul> </li> <li>• Offer Price</li> <li>• Escalation Clause</li> <li>• Settlement Date</li> <li>• Settlement Company</li> <li>• Earnest Money Deposit (EMD)</li> <li>• Sellers Disclosures</li> <li>• Lead Based Paint (pre 1978 Homes)</li> </ul> <p>• <b>Tip:</b> The most important things to sellers are often in this order.</p> <ol style="list-style-type: none"> <li>1.No/less contingencies</li> <li>2.Higher Sale Price</li> <li>3.Higher Earnest Money Deposit</li> <li>4. Quick Close</li> </ol> | <ul style="list-style-type: none"> <li>• Send EMD Deposit to title company</li> <li>• Arrive for home inspection (if applicable)</li> <li>• Provide all documentation to lender</li> <li>• Set up home insurance</li> <li>• Set up title insurance (through settlement company)</li> <li>• Transfer all utilities to your name</li> <li>• Send Cash to close to title company</li> <li>• Final Walkthrough</li> <li>• Sign your life away</li> <li>• Move in!!!</li> </ul> <p><b>Tip:</b> Be as timely as possible to complete all of these tasks.</p> |