

# Let's find *home*

Your complete step-by-step guide to purchasing a home.



ABOUT US



We are there to be your advisor and support throughout the entire real estate process. When a big decision needs to be made, we'll provide you with the proper information, tools, and advice along the way.

Home SweetHome Group

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### STEP 1 Finances

Gather your documents V Obtain pre-approval or proof of funds Yocate down payment funds STEP 2 Prepare for anyadditional costs Home Search

✓ Preview potential properties online
✓

Schedule showings and view the properties you are most interested in

STEP 3

Under Contract

Write anoffer topurchase on your favorite property

✓ Negotiate the terms of the offer and accept the contract

Beposit escrow, complete loan application and homeowners insurance quotes

### STEP 4

Dire Diligence

└onductinspections
✓
Resolve/negotiate any issues from inspection
✓
✓ Your lender will order the appraisal
✓
✓
Obtain homeowners insurance

### STEP 5

Closing Time

 $^{\sf V}\,$  Titlecompany willconduct title search and order survey

Receive closing statement/clear to close

Wire funds to closing company √

Conduct a final walk-through of property and close

✓ Closing day: Get your keys, it's all yours!



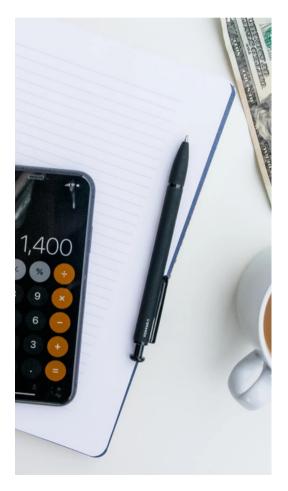
STEP 1: FINANCES

The Mortgage Process

The very firststep of the home buying process is to get a pre-approval letter from a lender stating how much you arequalified for. It's important to ask your potential lenders some questions to make sure they are a good fit for you.

Don't understand something your lender says? Stop and ask for clarification. This is your home buying journey, and you deserve to understand the process every step of the way.

A pre-approval is only valid for 30-90 days, so while you can start talking to lenders, you'll want to wait on getting that pre-approval letter when you're ready to buy.



Questions to Ask Potential Lenders

1. What type of loan do you recommend for me? Why? There's no one type of mortgage loan that's superior to another—but whichever you choose, you need to know why it's best and how it works.

2. Will my down payment vary based on the loan I choose? If you're tight on cash or don't want to be cash poor, let your lender know. Loans vary in their down payment requirements.

3. What is the interest rate and the annual percentage rate (APR)? Everyone talks about the interest rate, but the APR is just as important. It combines the interest rate with the fees a lender charges to originate your loan.

4. Can I lock-in an interest rate? If so, for how long? If you think rates will be moving up, ask if you can lock it in for a set period of time.

5. What will my closing costs be? Are they a part of my loan, or will I pay them in cash at closing? Remember, closing costs usually run 3-6% of your loan value so you need to know how they'll be covered. LENDER QUESTIONNAIRE

Use this questionnaire as you talk with and interview different lenders

Name:

Company:

Phone Number:

Email:

What type of loan do you recommend for me and why?

Will my down payment vary based on the loan I choose?

What is the interest rate and the annual percentage rate (APR)?

Can I lock-in an interest rate? If so, for how long?

What will my closing costs be? Are they a part of my loan, or will I pay them in cash at closing?

Notes:

Searching Strategically

Before we hop into the home search,we like to advise our clients to create a "Needs" list and a "Wants" list. This will help us to reallyfocus on the things that are most important in your future home.

Needs are the non-negotiable features; the features you simply must have in your next home. Wants are the ones you'd like to have, but you can add or change down the road.

Don't feel like your first draft has to be your final draft—and above all else, remember you can't change the lot, the location, or the price you paid so spend a good amount of time thinking through those three before moving on.

#### Needs might be things like:Wants will look more like:

- Enough square footage for you and your• Specific paint or exterior color family• Pool, jacuzzi, or other exterior water feature
- Sufficient bedrooms and bathrooms• Fenced-in backyard
- First floor master bedroom• Specific carpet, hardwood floors, or tile
- Close proximity to work and school• Kitchen amenities like countertops and appliances
- Attached two-car garage• Walk-in shower or double bathroom vanity in
- Grassy yard for children's or pet's play areamaster

Wants vs. Needs

Write down your *needs* and your *wants* in your future home.

#### NEEDS

WANTS

HOME BUYER QUESTIONNAIRE

This questionnaire is for you to think about what you're looking for in your home. This will help both of us to be on the same page in terms of what you're looking for.

What area are you looking to buy in?

What do you like about this/those area(s)?

How many bedrooms, bathrooms, and preferred square footage? 1 or 2 story?

Do you have children? Pets?

What's your favorite style of home?

What is the top 5 most important things in your future home?

Anything else we should keep in mind during our search?

Searching Strategically Online

Now that you've gotyour wants vs.needs list in hand, the fun really begins! It's time to talk about narrowing down those listingsand deciding which ones to see in person.First up, let's talk about best practices for searching online. No doubt you know the sites (Realtor.com, Zillow, Redfin, Trulia), but how can you get the results you want? Try some of these tips.

### Use the search filters but not too

**much.** You don't want to restrict your search so tightly that you only have a handful of homes to view. Keeping your wants vs. needs list in mind, expand your geographic search, and add 25-50K to your max price since homes often sell under asking.

### If you find something that catches your eye, check out the Google street view.

surrounding area.

Don't shy aw

Online pictures can be deceiving so a virtual 'walk down the street' will give you a better sense of the house and

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under

Pending contracts do fall through, so keep it on your list especially if it checks all your

After you've found a few homes you like, jot down the MLS number and address. Shoot the list to us and we will call the listing agents to gather pertinent info and gauge the seller's motivation. At this point, it's time to look at the calendar and find a chunk of time to tour the homes on your shortlist. Carve out more time than you think you'll need since you don't want to be rushed if you find a home that may be "the one."

# Making the most of your showings

You're SOREADY to get inside those homeson your shortlist and see for yourself if one of them is soon-to-be your new address.lknowyou're excited, but you gotta go into those showing calm,cool, and with yourthinkingcap on. Here's a quick list of how to do just that:



### **Before a showing, read over your wants vs. needs list and revisit your budget.** Having this fresh on your mind will help you

stay objective and focused. Take pictures and videos to jog your memory later and to help you process with friends and family.

## Remember, you can't change the lot or the location so make sure you love both.

You also don't want to be the priciest home on the block. I will help you assess whether or not that's the case.

# Don't let yourself get distracted by decor or staging.

These things will be gone by the time you move in, so try to stay focused on the things that cannot be changed as easily.

### Take your time.

If a home makes a good first impression, let me know you're interested and that you'd like to spend a bit more time looking around. This is one of the largest purchases you'll ever make so it's worth it to learn as much as you can while you're there. SHOWING CHECKLIST

Address:		First impression ratingFirst impression rating (1–10) of exterior:(1–10) of interior:	
List 3 pros of the home:		List 3 cons of the home:	
Took video tour of home	Circle one:	No way   Maybe   Very interested   It's the one!	
Address:		First impression ratingFirst impression rating (1–10) of exterior:(1–10) of interior:	
List 3 pros of the home:		List 3 cons of the home:	

Took video tour of home Circle one: No way | Maybe | Very interested | It's the one!

# Tips for Making an Offer Stand Out

Soyou thinkyou've found"theone" andyou'reready to put in an offer—one that will be simply irresistible sellers.Let'stalk aboutmaking an offer that stands out.



- Include a pre-approval letter that shows that you're serious, qualified, and ready to purchase.
- Use a friendly tone. Let sellers know you want their home—and that you'll be easy to work with all the way to closing.
- Put your best foot—and price—forward. You may only get one shot, so make it count. Use comps and trends as a guide, but go in with a strong number you know a seller would find favorable.
- If you can pay "all cash," say so. When you don't need financing, your offer is less risky for anxious sellers.
- Propose to close quickly and only include contingencies if you must.

And of course, when you're ready, we will guide you through putting together an offer that gives you every advantage in landing the home of your dreams.

STEP 3: UNDER CONTRACT

We're under contract... now what?

You made an offer, and it has beenaccepted—go ahead, cue the confetti! And while it'll be a few more days until you canmovein,you're well on your way to closing the deal on your new home sweet home.

Here's a quick rundown on what happens after you make an offer and your new home is "under contract."

- First, we will carefully review important dates and information you will need to know to ensure a successful closing. Check out the checklist on the following page to get all of your need to know information & important dates.
- You'll need to meet with your mortgage lender to firm up financing details and lock in your interest rate.
- Once the home inspection report comes in (and you should definitely request a home inspection), we may need to negotiate any repairs with your seller.



Use this checklist to keep track of important due dates and ensure a smooth closing.

<i>Escrow deposit.</i> You must send escrow deposit of via check or wire to IMPORTANT: Be very careful when wiring any funds. Never trust wiring instructions sent via email.	EXECUTED CONTRACT
<b>Begin loan underwriting.</b> Your lender will begin the underwriting process for your loan. They may be In contact with you along the way for additional Information and documents.	ESCROW DEPOSIT DUE
<b>Schedule inspections</b> . The last date to renegotiate or cancel contract due to anything that comes up in inspections is so I recommend scheduling any inspections immediately	LOAN APPLICATION DUE
	INSPECTION PERIOD ENDS
<b>Obtain home insurance.</b> Start contacting Insurance companies for quotes immediately, we will need to make sure the home is insurable before the end of the inspection period ()	EST. CLOSING DATE

ADDRESS

TITLE COMPANY:

PURCHASE PRICE:

ESCROW DEPOSIT:



STEP 4: DUE DILIGENCE

# All About Home Inspections and Insurance

### Whatisahome inspection?

The inspection will uncover any issues in the home that would have otherwise been unknown. You will receive a written report of the inspection. I recommend that you are present for the inspection, so that you may ask the inspector any questions.

### What does "option period" mean?

During the option period, the buyer has the right to hire a professional to inspect the condition of the home. If the results on the inspection report comes back with any issues that need to be addressed, the buyer may ask the seller to cover the costs of these repairs, reduce the sales price, or fix the repairs before closing. If an agreement can not be made, the buyer has the right to back out of the contract and get the escrow deposit back with no consequences. TIP:

Schedule all inspections immediately, so if we need to negotiate any repairs we can before the inspection period ends.

### The home seems fine, do I really need a home inspection?

You may think the home is in perfect shape, but some of the costliest problems are difficult to spot: leaks, termite damage, foundation issues, poor ventilation, faulty wiring, and drippy appliances. A home inspection gives you the chance (before you sign on the dotted line) to have a professional inspector see if there are any problems that need to be addressed, replaced, or fixed.

If you are getting a loan, the lender will require you to obtain home insurance. The home insurance company will typically require that you have certain inspections done. In order to obtain insurance, the inspection reports will need to fit the criteria of the insurance company. This is another reason that you may need to have an inspection done.

### Inspection Cheat Sheet

Type of Inspection	Description	Average Cost
Standard	The standard home inspector's report will cover the condition of the home's heating system; central air conditioning system; interior plumbing and electrical systems; the roof, attic and visible insulations; walls, ceilings, floors, windows and doors; the foundation, basement and structural components.	Ask
Four-Point	The Four-Point Inspection examines 4 main things: Electrical, HVAC, Roof & Structure, and Plumbing. The Four-Point will most likely be required by your homeowner's insurance if the home is more than 30 years old.	Ask
WDI	The WDI Inspection is the Wood-Destroying Insect Inspection. Ask your lender if your loan requires any certain inspections such as a WDI inspection.	Ask
Lead-Based Paint	If the home was built prior to 1978, a lead-based paint inspection is recommended	Ask

### Home Insurance Cheat Sheet

Type of Insurance	Description	Average Cost
Homeowners	The standard homeowners insurance covers financial protection against loss due to disasters, theft and accidents	Ask
Hazard	Hazard insurance protects against damage caused by fires, severe storms, hail/sleet, or other natural events	Ask
Flood	Protects against damage caused by a flood	Ask
Windstorm	Protects against damage caused by events such as tornadoes, hurricanes, or gales.	ASk



STEP 5: CLOSING TIME

Pre-Closing

We areso closetothe closing table! Here's what's going to happen leading up to you receiving the keys:

↓Under Contract ↓Inspections ↓Obtain Insurance

#### Appraisal

An appraisal is an estimate of the value of the property by a licensed professional appraiser. Once any problems during the inspection are solved, the appraisal will be ordered by the lender and paid for by you. The goal of the appraisal is to verify the value of the property for the lender and to protect you from overpaying. The contract is contingent upon whether the appraisal comes in at or above the purchase price. If the appraisal comes back short, we will be back to the negotiating table.

#### Obtain Loan

You have the set about of days per your contract to have your loan finalized and get the clear to close from your lender and the title company!

It is very important not to make any major job changes, major purchases, or open new credit cards or lines of credit, as any of these activities could alter your qualifications for a loan.

#### Survey

Unless the seller already has a recent & acceptable survey of the property, you may be required to pay for the survey (this will be in your closing costs). The title company will order this for you. The survey is a sketch showing a map of the property lines/boundaries among other things. The survey will show if there are any encroachments on the property.

#### Title

The title company will conduct a title search to ensure the property is legitimate and find if there are any outstanding mortgage liens, judgments, restrictions, easements, leases, unpaid taxes, or any other restrictions that would impact your ownership associated with the property. Once the title is found to be valid, the title company will issue a title insurance policy which protects lenders or owners against claims or legal fees that may arise over ownership of the property. This will also be a part of your closing costs.

### Clear-to-Close!

The magic words! It means the mortgage underwriter has officially approved all documentation required to fund the loan. All that remains is the actual closing process.

STEP 5: CLOSING TIME

Closing Time!

You've gotten the "clear-to-close" and we've scheduled our closing date and time – let's answer some questions you may have about closing day:

### Q: When do we do the final walk-through?

A: The final walk-through is exactly what it sounds like – it allows the buyers to do one last walk through before closing to confirm that the seller made the repairs that were agreed upon and to make sure no issues have come up while under contract. We will typically schedule to do this right before closing.

#### Q: Who will be at closing?

A: Situations vary, but you can expect some combination of these folks: Buyer (that's you!), seller, real estate agents, closing agent/attorney, mortgage lender, and title company representative.

### Q: What will I do?

A: Stretch those fingers and get ready to sign, sign, sign. At closing, the seller will sign ownership of the property over to you, and you'll sign to receive possession.

### Q: What should I bring?

A: Bring a photo ID and a cashier's check to pay any closing costs. Your agent will tell you any other documents specific to your situation. The closing process is relatively simple but be prepared for A LOT of paperwork. (And always, always, always ask if you have a question along the way.) The good news is once you've signed the last page, it's time to get a hold of those keys and celebrate!



MOVING CHECKLIST

### 4-6 WEEKS BEFORE

Declutter, discard & donate

Collect quotes from moving companies Locate schools, healthcare providers in your new location Secure off-site storage if needed

### 3-4 WEEKS BEFORE

Notify the following about your change of address:

Banks + Post Office

Credit Card Companies

Insurance Companies

Family + Friends

### 2-3 WEEKS BEFORE

Choose a mover and sign contract

Create a file of moving-related papers and receipts Contact homeowner's insurance agent about coverage for moving Contact insurance companies to arrange for coverage in new home

Notify utility companies of date to discontinue or transfer service

Electric Gas

Water Internet

Trash TV

NotifyDMV of newaddress

Discontinue additional home services (housekeeper, gardener/lawn service) Start using up things you can't move, such as perishables

### 1 WEEK BEFORE

#### Confirm finalarrangements

Arrange transportation for your pets and plants Review your moving-day plan with moving company Close/open bank accounts

Arrange for child and pet care on moving day Notify HOA about upcoming move, reserve elevator usage

Take a picture in your home

Pack an essentials box for quick access at new home Label moving boxes with the contents inside