

STEPS TO BUYING YOUR HOME FOR THE BEST POSSIBLE PRICE

We would be honored to help your valued colleagues, friends, and family who are interested in selling or buying real estate on the peninsula. We will always serve those you know with the utmost professionalism and care. Thank you!

Phase 1 GETTING STARTED

Initial Consultation

- Understand your objectives, priorities, and time frames
- Discuss Buying Process Overview
- Examine local market conditions
- Discuss lending qualification
- Define Agency relationship
- Define how we will work together

Loan Pre-approval

- Obtain loan pre-approval letter from lenders
- Determine budget and price range for home—based on income, assets, and personal financial plan
- Meet with tax and financial professional to understand benefits and ramifications of prospective purchase

Home Shopping

- Make grand tour of properties that meet your “ideal” home criteria
- Monitor market inventory with listing alert service
- Leverage Coldwell Banker network and Top Agent Network® for upcoming listings available for preview
- Identify off-market, for-sale by owner, & expired listings matching requirements

Making an Offer

- Review relevant recent property sales and discuss appropriate offer strategies
- Review and sign all available disclosures and reports
- Prepare detailed, complete offer package including bank statements, introductory letter, and loan pre-approval
- Present offer package and purchase contract in person
- Negotiate The Best Possible Price for your new home!

Phase 2 DUE DILIGENCE

Escrow Setup

Open Escrow. San Mateo County—Buyers choose and pay

- Order Preliminary Title report (Title Company)
- Deposit buyer funds into escrow account

Submit Home Info To Lender

- Submit purchase contract to lender for processing
- Schedule Appraisal (by lender)
- Confirm contingency removal and loan conditions dates

Inspections & Property Condition

- Conduct Buyer Inspections: Property, Pest, Chimney, Roof, etc
- Conduct second review of Seller Disclosures
- Review Homeowner's Association documents (if applicable)

Loan Underwriting & Appraisal

- Underwriting file review
- Appraisal completed and reviewed by lender
- Final financing approval by lender

Inspection Review

- If new, critical issues are discovered during buyer inspections, negotiate repairs or renegotiate the price!

Home Insurance

- Select home insurance company and coverage
- Submit insurance information to escrow

Remove Contingencies

- After property inspections and confirmation of loan document approval, remove contingencies

Phase 3 CLOSING

Final Walk-through

- Confirm property condition and completed repairs, if any. Property condition should be consistent with condition on date of ratification

Moving Details

- Set up utilities: electricity, water, garbage, phone, internet, alarm, etc.
- Schedule move

Sign off & Loan Funding

- Review all closing and transaction costs
- Sign loan documents
- Provide cashier's check or send wire for down payment and closing costs
- Lender sends balance of funding to title company one business day prior to close

Record & Close Escrow

- Deed is recorded in person at County Recorder's office by Title Company representative
- Obtain keys to YOUR new home!

Phase 4 POST TRANSACTION

First Things First

- Change all locks on all doors and update security system
- Complete any planned repairs or improvements
- Get acquainted with your new neighborhood and community
- Note upcoming property tax payments and supplemental property tax bill

Getting Organized

- Consider estate planning and placing home into trust
- Consider meeting financial planner and evaluating assets and financial plan
- Refer to Raziel's Recommended Resources list for any referrals to housing related professionals

Settling In

- Getting to know your neighbors—Raziel will plan your housewarming party for you
- Check out events at the local community center