

## Home Purchasing/Selling Steps

### Offer Presented

- Negotiation starts and is communicated through Realtor's
- Once terms have been agreed upon, revisions to offer are made and initialed by buyers
- Sellers then sign offer and now we have an "executed contract"
- Earnest Money check is submitted and put into escrow account

### Paperwork

- Deal With Diamond Group submits all paperwork to clients Attorney, Lender (if necessary) and other Realtor

### Inspection

- Per contract, inspection to be completed within 5 business days after seller has signed the offer
- Buyer's Realtor, Buyer and Inspector are usually at this appointment, plan on 2 hours
- Once inspection is completed, buyer requests structural and/or safety issues to be repaired/replaced by seller. (Short Sale and Foreclosure properties are sold as-is)

### Appraisal

- Once inspection items have been resolved, Lender orders appraisal
- Appraiser contacts listing agent to schedule appointment to view the property
- Reports are then submitted back to buyer's lender and buyer reviews. (The report typically takes about a week, after appointment date.)
- Re-negotiation takes place if appraisal price comes in below negotiated purchase price.

### One week prior to closing

- Lender communicates if we have a "clear to close", meaning all the paperwork is ready for us to close on scheduled date
- If lender needs more time, then an extension is requested (common practice)

### Day before closing

- Final walk through scheduled with Buyer's Agent and buyer
- Tour the home to make sure inspection items have been resolved and property is in same condition as it was during inspection
- Buyer receives final figures from Lender or Attorney, on how much to bring to closing

### Day of closing

- Bring information requested by Lender or Attorney
- Keys will be given to buyer once funding has taken place