



# Buyer Checklist

Buying a house is often the biggest investment that you will ever make.

This can cause you to feel some stress about the process.

This checklist will help you be informed and give you the confidence you need to move forward!

# The Foundation

## Step 1: Find a Realtor

- Qualifications to look for:
  1. Local market knowledge
  2. Great testimonials
  3. Financial Knowledge - they can walk you through the numbers
  4. Time management and communication skills
  5. Did they show up on time & prepared?
  6. Communicate with you in a way that you understand and feel comfortable
  7. Enjoyable
  8. Understanding your current situation and your goals

## Step 2: Take a look at your finances

- Maintain great credit
- Pay off as much debt as possible
- Hold off on any big purchases
- Be aware of family members gifting you any money.
- The lender will be pulling your credit as a part of the pre-approval process.
- Compile and save any important financial documents including:
  - 2 months worth of pay stubs & bank statement
  - 2 years of tax returns & W-2's or T4's

## Step 3: Find a Lender

- Compare lenders to understand the benefits and advantages of each.
- Something as simple as a lower rate or term can save you thousands of dollars over the life of the loan.
- If your credit isn't where you want it to be, create a plan with your chosen lender.
- Friends and family and your agent can share lender options with you.

## The Financials

### Step 4: Establish a Budget

- Saving up 20% of a home's purchase price as a down payment is suggested.
- If saving up 20% isn't feasible, work with your lender to create the best plan for you.
- Remember that just because you're approved for a certain amount doesn't mean that you have to spend that amount.
- Work with your lender and agent to establish a price point and monthly payment that you will be comfortable with.

### **Step 5: Get Pre-Approved for a Mortgage**

- Ask the lender if you qualify for any special loans, such as VA or FHA.
- Get Pre-Approved; this gives you, your agent, and the lender an estimate of how much you can afford based on your credit score and past financial documents.
- Pre-Approval is a step better than Pre-Qualification.

## **Finding Your New Home**

### **Step 6: Meet with your Agent**

- Discuss your home buying wish list which can include:
  1. Must-haves: bed/bath number, garage, location, etc.
  2. Nice to haves: pool, jacuzzi, smart home capabilities, etc.
  3. Things to avoid: pools, busy streets, etc.
- Share your pre-approval and lender contact information with your agent to discuss your budget and so your agent can connect with your lender.

### **Step 7: Home Search**

- Keep your "Must Haves" Checklist in mind while viewing homes.
- Make note of homes that you may consider.
- Take some photos to remind you of features that stood out to you.
- Provide your agent with feedback on properties that you view. Both positive and negative feedback can be very helpful for an agent to find exactly what you want.

### **Step 8: Make an Offer**

- Work with your agent to establish a strategy to get the most from your offer and have the best chance of it getting accepted.
- Sign the offer and any additional documents
- Wait for the agent to make the offer and be available when negotiations are needed.
- Try to relax and wait to hear news from your agent.

## **Insuring Your Home**

### **Step 9: Do Your Due Diligence**

- Find a home inspector, your agent will provide referrals if needed.
- A home inspector will give you an overview of the aspects of the home and provide a report and photos of items not functioning as intended. This list will be used for immediate requests and future plans.
- Strategize with your agent to submit a request for repairs.
- Review disclosures and paperwork with your agent.
- Check with the city if you will be making any additions to the home to ensure zoning allows for upgrades.

## **Step 10: Arrange for Homeowner's Insurance**

- Search for a homeowner's insurance policy with great coverage at a reasonable cost.

## **The Home Stretch**

## **Step 11: Finalize Financing with Your Lender**

- The lender will order an appraisal on the home to verify that the market value supports the purchase price.
- Provide additional info to the lender as requested.
- Go over all documents provided to ensure that the rates are the same as agreed upon.

## **Step 12: Final Walkthrough of the Home**

- Walk through the house with your agent to check the current condition of the home.
- Ensure that any repairs that were agreed upon in the transaction were completed.
- If repairs are difficult to visually inspect, call back your home inspector or a specialist to ensure the repairs were completed correctly.
- Check lights and appliances and run water to make sure all utilities are on.

## **Step 13: Closing Day**

- Bring items to closing as requested and including:
  1. Form of identification
  2. Certified funds check
  3. Eye Glasses to read print or see where you are signing

## **Step 14: Get the Keys**

- Move-in Day ! Celebrate!

**That's it! Not too bad, right?  
You now have the steps you need to be  
more confident to start the process.**

**If you are aware, prepared, and have a great agent  
working along with you, you will be fine!**

**It is normal to have many fears and questions.**

**Let's talk about your concerns.  
I would love to give you more confidence  
by giving you knowledge.**

**I am here to help. Lets Chat.**



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