PORTLAND

REALESTATE *Consulting Inc.*

W W W . P O R T L A N D R E A L E S T A T E C O N S U L T I N G . C O M



STEPS TO YOUR HOME SELLING GUIDE

Proudly serving the Portland Metro Area & Salem

OUR MISSION

OUR OBJECTIVES

ARE ALL CENTERED

AROUND YOU

Selling a cherished home can be an intimidating process; where to begin, how to properly prepare your home, what to expect during the process, how to price your home competitively. There are many questions that come to mind and figuring it all out can seem exhausting.

Rest assured, our team is here to help guide you through each step of the home selling process with a focused effort on minimizing your stress and maximizing your profit. We strive to create lifelong clients by going beyond the home sale with long term strategic planning and counsel for all of your real estate needs. We believe in a win-win approach to life, and our mission isn't fulfilled until you're completely satisfied with the service, integrity and commitment of our team.

WHAT MAKES US DIFFERENT?



MEET MELISSA



LICENSED PRINCIPAL BROKER

Melissa has had a unique blend of real estate experience over the past 20 years. She's worked through several different fluctuations in the market, interest rates and changing financial conditions, and has learned strategies to create a winning outcome for her clients. Melissa's experience in new construction sales, vintage homes, and everything in between, has helped shaped the value she adds to each client's home sale process. There is no substitute for the experience and passion Melissa brings to the table.

Melissa's listings average less than 30 days on the market and bring her sellers top dollar. Melissa has experience working all over the Portland Metro area. She particularly enjoys the westside suburbs, The NW District, The Pearl District, and the close in east side walkable core neighborhoods, including up-and-coming neighborhoods like the Dekum Triangle, Montavilla and Woodstock, as well as some of Portland's favorites such as Alberta, Hawthorn, Sellwood, Mississippi, Irvington and others.

MELISSA'S APPROACH

With Melissa, you can expect honesty, integrity, and a commitment to making your home sale experience the best it can possibly be. Melissa prides herself on her transparent, direct communication style and believes the most important part of choosing a realtor is making sure it is a good fit for both parties. Her goal is to create a strong, trusting relationship with her clients throughout the selling process. The greatest compliment is working with a client for a second time or when referred to a close friend or loved one.

AWARDS AND RECOGNITION

- Top Buyer Representative at Keller Williams Realty Professionals
- Multi-year Five Star Agent Award Recipient (Voted by Past Clients) in Portland
- Portland Junior League Member-Promoting Women Civic Leadership & Volunteerism
- Agent Leadership Council Member Top 20% Producing Agent Monthly Magazine

MEET TIFFANY



LICENSED REAL ESTATE BROKER

Tiffany Pool comes to our team with many years of experience working within the land development community doing everything from developing rural property, new construction, rehabbing and flipping homes, short term rentals including owning and operating a bed & breakfast, as well as preservation and restoration of historically sensitive properties. She's received awards from landmark and historic preservation commissions. She spent years as a personal assistant to a land surveyor, working with clients through all phases of the land use application process. She worked closely with commercial and residential developers, as well as various city, county, and state planning and, engineering departments. Tiffany decided to start a new adventure and move to Portland to be closer to her son, daughter-in-law and grandchildren. She wanted to expand on her love of real estate by becoming a licensed broker. Her many years as a small business owner give her the management and negotiating skills to take care of her clients whether they are buying or selling a home.

CONTACT TIFFANY AT 541.301.4880 OR TIFFANYPOOLREALESTATE@GMAIL.COM

MEET JESSICA



LICENSED REAL ESTATE BROKER

Jessica brings to her position as a broker nearly two decades of experience working closely with clients to achieve their goals, with a unique ability to intuitively understand what is needed to achieve them. Jessica's ability to connect with people, ask the right questions, respond promptly, and be a sounding board has continually made her a client favorite year after year. She brings a unique blend of her prior experience as a doctoral-level researcher and evaluator and that of buying and selling real estate in the Portland area, including primary residences, investment homes, and second homes. Her love for real estate brings together her three favorite things: people, information, and strategizing. Having gone through several personal real estate transactions throughout Portland, she has a deep understanding not only of how the process works, but how it feels for both a buyer and a seller. She will work closely with you every step of the way to ensure that the buying or selling process is seamless, that you are informed, and that you are thrilled with your experience.

CONTACT JESSICA AT 831.535.8942 OR JESSICAPOOLREALESTATE@GMAIL.COM

MEET ERIN



LICENSED REAL ESTATE BROKER

Erin's business is about service, she is not happy until you are happy. She is focused on client satisfaction. She will listen to your needs and wants to establish your goals and objectives. As a former finance manager, Erin understands all aspects of the buying and selling process and is an incredible resource for her clients. Her client dedication and love of helping others are what motivate her the most. Erin believes in building a trusting relationship by listening and comprehending each client's unique circumstances.

Buying a home is one of the biggest commitments of your life – both financially and emotionally. Whether this is your first home or you are a seasoned homebuyer, the experience can seem overwhelming! You need a Realtor who respects your decisions and who is willing to guide you through this fast paced market. She will work hard to successfully close your escrow.

Erin will be there from the beginning to the end of the process and will happily help you open the door to your new home. She wants to help make your dream a reality.

CONTACT ERIN AT 360.281.7984 OR ERINMCFADINREALESTATE@GMAIL.COM

FROM OUR CLIENTS

"Melissa is amazing! She was the most helpful real estate agent I've ever worked with. She educates her clients so they're able to make quantified and educated decisions on their own regarding the purchase or sale of their property. She gave us the plain facts and her professional opinion and was always honest and fair with us. Her real estate and building construction knowledge were invaluable to us. I can't recommend her more highly!"

"Melissa is a quintessential pro. She gives amazing attention to detail and treats her clients like gold. If you want a seamless, enjoyable, professional experience finding your dream home, Melissa is your real estate agent. I can't recommend her highly enough." "Melissa represents the best the that real estate community can offer. She is an exceptional professional with a clear understanding the importance of of exceptional providing service. Melissa is an incredible woman of integrity and honesty who is not only a great person who cares about people, but is a great real estate professional who works hard for both the buyer and seller. Her top qualities include: personable, expert, high integrity."

"Melissa understood our requirements very well and was so patient throughout the process in selling our home, and also finding our dream home. She was very flexible to accommodate our crazy schedule and was always clear and quick in responding to us which I believe helped everyone to stay on top of things. We always felt that we have been given the top priority and were 100% satisfied in working with her. I would highly recommend Melissa to anyone and would love to work with her again in future on another opportunity."

FROM OUR CLIENTS

"Melissa was wonderful to work with. She and her team were very professional, prompt, and effective. I got exactly the house I was looking for. Could not have imagined a better experience!"



"Tiffany was the best realtor that I could have ever hoped for. She was always available, positive, handled the ENTIRE process without leaving me hung up on any details . She started this process for me later in 2019 and closed Jan 2020 . Whenever I need a realtor, I will be calling her. I will also highly recommend her to friends and family without hesitation." Julie was the best realtor we could ask for. This current market is crazy and she was cool, calm, and collected throughout everything. We knew we could rely on her to be quick in scheduling tours, getting extra info and putting in offers. She always kept us in the loop and broke down each and every step so we always knew where we stood in the process. Her advice and knowledge in working out deals were direct and really helped in the overall process of finding our first home. If anyone we know needs a realtor, we will always be suggesting Julie.

"Julie was great to work with. She sold our home in record time for top dollar and got us a great deal on our new home. She went above and beyond to ensure everything remained on track and as smooth as possible despite an epidemic."

"We recently sold our condominium for a fair price in a very glutted market, thanks to the efforts of our agent, Tiffany Pool. She guided us in the listing to make it attractive and competitive. She readily held open houses and also showed it on demand. She gave us valuable insights into the selling process and ensured at every step of the way that we knew what we needed to do to be successful. She was willing to go the extra mile to help us show the property to its best advantage. She promptly responded to every question we had. She negotiated aggressively with the buyer's agent. Above all, we appreciated her integrity and honest feedback every step of the way."

OUR COMMITMENT TO YOU



Superior Communication

Your needs always come first, which means we provide services in the ways that work for you whether that's once a week, once a day, by phone, email or text message. You'll always be kept in the loop. From listing to closing, you'll know the status of our marketing efforts, the offers on the table and the steps leading to a successful closing once an offer is accepted.

02

Proven Expertise And Experience

The complexities of your real estate transaction will be well-handled. Smoothing the way for your listing and sale, we will work to proactively remove many potential challenges before they become obstacles.

Effective Marketing

Your home will get the exposure it deserves. Our marketing systems maximize your property's exposure to buyers. Neighborhood tracking tools and automated buyer calling systems allow us to reach active buyers who might be a perfect fit for your listing.

OUR COMMITMENT TO YOU

04

Quality Staging

Homes sell because of correct pricing and great presentation so we'll work to put you home's best foot forward. We understand what it takes to make the terrific first impression to get your home sold.

05

Satisfaction Guaranteed

We'll guarantee your satisfaction. Our relationship is dependent on meeting and exceeding your needs. We identify those needs together, and our cancellation guarantee protects your right to end our relationship if you're expectations are not met.

BEFORE NEGOTIATION

Meet with your realtor to discuss the process of selling and determine a market value.



Schedule professional photos 1 week prior to list date.

02

01

Determine what items need to be done prior to having buyers walk through the home to ensure the best first impression.



Your realtor will begin preparing marketing as soon as photos are completed. Typically we need 3-5 days after photos to complete marketing.

03

Discuss the market value and average days on market.



Realtors make appointments and bring their clients to view your home.



Determine a timeline of when you want to have the listing "live" and ready for showings.



Receive and accept an offer!

AFTER NEGOTIATION

01

Buyer will deposit earnest money as negotiated in the agreement.



Buyer to sign loan documents approximately 1-2 days prior to closing.

02

Buyer will have 10 business days to complete all inspections and negotiate any repairs needed with the seller.



Seller to sign final closing documents the week of closing and prepare for move out and cleaning of the home.

03

Buyer's lender will order an appraisal to be completed a minimum of 2-3 weeks prior to closing.



Listing agent coordinates keys to buyer.

IF YOU HAVE ANY QUESTIONS ABOUT THE PROCESS, JUST ASK!

DETERMINE PROPERTY VALUE

When it comes to setting the price for your home, it's important to remember this rule: we don't decide how much your home is worth, the market does. It tells us exactly where to price your property to sell and how to approach the marketing of your property. Here are the factors that will affect the value in today's market:

Pricing your home properly from the start is the deciding factor on how long it will take to sell.	The condition of the property affects the price and the speed of the sale. As prospective buyers often make purchases based on emotion, we'll discuss ways to optimize your home's condition to maximize value.	Location is one of the most important factors in determining the value of your property.	Prospective buyers are going to compare your property-both the condition and the price-to the other listings in and around your neighborhood. Those buyers will determine value, based on properties that are listed or have recently sold in the area.	Property values are affected by the current real estate market. We'll collaborate on a pricing and marketing \ strategy that highlights your first 30 days on the market. These first 30 days are your biggest window of opportunity to attract buyers and garner the best offers.

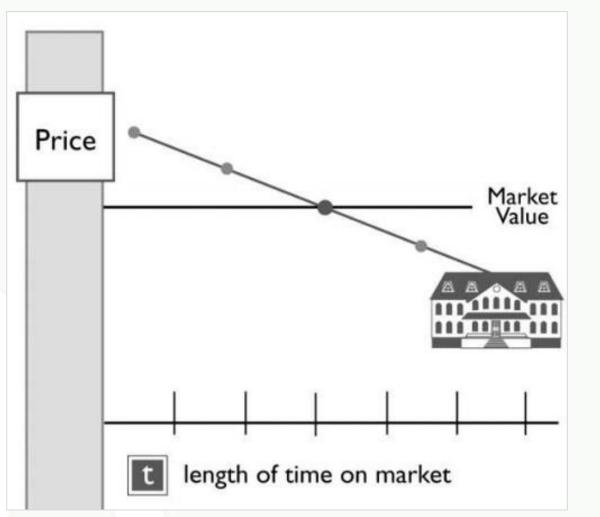
PRICING YOUR HOME

It is very important to price your property at competitive market value when we finalize the listing agreement. Since price is determined by what the current market will support, it's important to remember that the following factors do not affect the price of your property:



Buyers make their pricing decision based on comparing your property to other properties SOLD in your area. Historically, your first offer is usually your best.

PRICING YOUR HOME



IF YOU WANT TO BE COMPETITIVE, YOUR PRICING MUST BE COMPETITIVE

That means understanding how perception and time on the market affect your home's desirability. Here are a few tips to keep in mind as you consider your home's ideal price point:

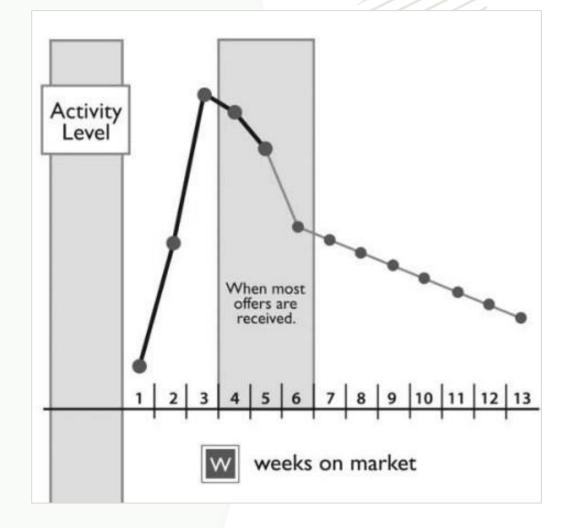
- The buying market has a short attention span.
- Pricing your home right the first time is key.
- Proper pricing attracts buyers.
- No matter how great the marketing is, an overpriced house will not sell.
- We want to generate offers before the market moves on to newer listings.

PRICING YOUR HOME

GET THE MOST AMOUNT OF MONEY IN THE LEAST AMOUNT OF TIME.

Because you want to take advantage of the buzz your new listing will create when it first hits the market, pricing your property correctly the first time around is essential to netting the maximum amount with the least amount of hassle. Keep in mind:

- A property generates the most interest when it first hits the market.
- The number of showings is greatest during this time if it is priced at a realistic market value.
- Starting too high and dropping the price later misses the excitement and fails to generate strong activity.
- Many homes that start high end up selling below market value.



RECENT SALES



SOLD IN BEAVERTON LIST PRICE: \$439,000 SOLD PRICE: \$482,000



SOLD IN CORNELIUS LIST PRICE: \$349,000 SOLD PRICE: \$420,000



SOLD IN BEAVERTON LIST PRICE: \$349,000 SOLD PRICE: \$370,000



SOLD NW PORTLAND LIST PRICE: \$599,000 SOLD PRICE: \$722,000



SOLD IN BEAVERTON LIST PRICE: \$599,000 SOLD PRICE: \$705,000



SOLD

IN BEAVERTON LIST PRICE: \$435,000 PRICE: \$465,000

RECENT SALES



SOLD IN SE PORTLAND LIST PRICE: \$399,000 SOLD PRICE: \$430,000



SOLD IN SANDY LIST PRICE: \$540,000 SOLD PRICE: \$540,000



SOLD

IN SW PORTLAND

LIST PRICE: \$189,000 SOLD PRICE: \$204,000



SOLD IN NW PORTLAND LIST PRICE: \$685,000 SOLD PRICE: \$685,000



SOLD IN NE PORTLAND LIST PRICE: \$700,000 SOLD PRICE: \$786,000



SOLD

IN MILWAUKIE LIST PRICE: \$536,000 SOLD PRICE: \$536,000

STAGING YOUR HOME

In regard to putting your home's best foot forward, it's important to remember:

YOU DON' T GET A SECOND CHANCE TO MAKE A FIRST IMPRESSION ON AVERAGE, STAGED HOMES SELL IN HALF THE TIME IN



COMPARISON TO NON-STAGED HOMES.



MOST BUYERS MAKE DECISIONS ABOUT THE PROPERTY WITHIN THE FIRST 15 SECONDS OF ENTERING THE HOME.

Adding cost-effective amenities, strategically arranging furniture and decor and improving the general cleanliness and condition of the home are all part of staging. Studies show that staging your home will cause one of two things to happen:



The home becomes more valuable than other comparable properties in that price range.



The home gets moved up in price and becomes the lowest priced in the next higher price bracket or category.

LOCATION: CAN'T BE CHANGED

SIZE: DIFFICULT TO CHANGE



AMENITIES: CAN BE CHANGED



CONDITION: CAN BE CHANGED

PREPARING YOUR HOME FOR SALE

Did you know well-placed furniture can open up rooms and make them seem larger? Or that opening drapes and blinds and turning on all lights make a room seem bright and cheery?

IT'S A FACT: ACQUIRING THE HIGHEST MARKET VALUE AND ELEVATING YOUR HOME ABOVE OTHERS IN THE SAME PRICE RANGE OFTEN COMES DOWN TO FIRST IMPRESSIONS.

Here are some inexpensive ways to maximize your home's appeal:

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- Keep the grass freshly cut
- Remove all yard clutter
- Apply fresh paint to wooden fences
- Paint the front door and sweep front steps
- Add fresh flowers to front porch
- Weed and apply fresh mulch to garden beds
- Clean windows inside and out
- Tighten and clean all door handles
- Ensure gutters and downspouts are firmly attached

INTERIOR

- Remove all items from your kitchen countertops
- Remove all magnets from refrigerator
- Remove all appliances from countertops
- De-personalize any extra knick-knacks
- Remove items from the top of the refrigerator or kitchen cabinets
- Clean and organize cabinets and closets
- Repair all plumbing leaks, including faucets and drain traps
- Clean/dust all light fixtures
- Clean door handles
- Clean carpets

SHOWINGS

- Turn on all lights
- Open drapes in the daytime
- Keep pets secured outdoors
- Light the fireplace (if seasonally appropriate)
- Put Kitty litter box in garage for showings Hide any dog or kitty bowls
- Play quiet background music
- Infuse home with a comforting scent like apple spice or vanilla
- Vacuum/sweep
- Vacate the property while it is being shown

CLOSING AND BEYOND

The closing process finalizes the sale of your home and makes everything official. Also known as settlement, the closing is when you get paid and the buyer receives the deed to your home. You'll want to make sure to bring your **keys** and **garage door openers** along with your **photo ID** to your closing appointment.

COORDINATING YOUR SALE TO A SUCCESSFUL CLOSING

- All potential buyers will be pre-qualified, so valuable time isn't wasted.
- Each offer will be presented and discussed with you.
- We will negotiate the details of your transaction with the other agent.
- Closing will be prepared, coordinated and finalized for you.

The title company will look over the purchase contract and identify what payments are owed and by whom; prepare documents for the closing; conduct the closing; make sure taxes, title searches, real estate commissions and other closing costs are paid; ensure that the buyer's title is recorded; and ensure that you receive any money due to you.

WHAT YOU CAN EXPECT AT THE CLOSING TABLE

AFTER CLOSING, MAKE SURE YOU KEEP COPIES OF THE CLOSING DOCUMENTS AND A FULL RECORD OF ALL HOME IMPROVEMENT RECEIPTS ON THE HOME FOR TAX PURPOSES.

CLOSING AND BEYOND

WHAT COSTS SHOULD I BE EXPECTING?



- Mortgage balance and repayment penalties, if applicable
- Other claims against your property, such as unpaid property taxes
- Unpaid special assessments on your property
- Document stamps (or taxes) on the deed
- Real estate commission, legal fee or title insurance premium

- Do you need an agent to assist you in your relocation? Need a recommendation for a moving company?
- How about a moving checklist?
- When it's time to tackle repairs, do you have a trusted list of industry professionals to choose from?



BEYOND 'YOUR HOME SALE

We're happy to refer you to great providers of other real estate related services. We're here to make the sale of your home as smooth and stress-free as possible.

SELLER' S CUSTOMARY ESCROW FEE RESPONSIBILITIES

Escrow Fee - one-half of the fee, based on title company's fee schedule

- Recording Fees based on county fee schedule
- Title Premium based on fixed statewide fee schedule
- Real Estate Commission based on agreement with Broker
- Tax Prorate to apportion taxes between parties as of date of closing
- General Costs as listed for each specific transaction, as requested by principals
- Release fees for loan payoff(s)

LAND SALE CONTRACT TRANSACTION

- Attorney Fee optional, and is sometimes shared with purchaser
- Collection Escrow Setup Fee optional, and is often shared with purchaser

ASSIGNMENT OF CONTRACT FOR ASSUMPTION OF LOAN TRANSACTION

- Any delinquent payments to bring contract or loan current
- Prorate share of current month's interest based on current rate

CONVENTIONAL, FHA, VA LOAN TRANSACTIONS

- Any closing cost (not expenses of property or loan interest) negotiated on behalf of the purchaser, subject to lender's approval
- FHA, VA Loans check with lender for any applicable seller costs

BUYERS CUSTOMARY ESCROW FEE RESPONSIBILITIES

TYPICAL COSTS THAT GENERALLY EFFECT ALL TRANSACTIONS

- Escrow Fee one-half of the fee, based on title company's fee schedule
- Recording Fees based on county fee schedule
- Fire Insurance Premium mandatory when any lender is involved, including the seller's lender
- Tax Prorate to apportion taxes between parties as of date of closing
- General Costs as listed for each specific transaction, as requested by the principals

LAND SALE CONTRACT TRANSACTION

- Attorney Fee optional, and is sometimes shared with seller
- Collection Escrow Setup Fee optional, and is sometimes shared with seller
- Recording Fee for contract or memorandum thereof

ASSIGNMENT OF CONTRACT FOR ASSUMPTION OF LOAN TRANSACTION

- Assumption or Assignment
- Next monthly payment due, if required by lender
- Recording Fee for Assumption/Assignment of Agreement, if required by lender

CONVENTIONAL, FHA, VA LOAN TRANSACTIONS

- Lenders title insurance policy & endorsements, as required by lender
- Loan Fee as required by lender
- Credit Report Fee as required by lender
- Appraisal Fee as required by lender
- Mortgage Insurance Premium based on fee schedule and endorsements of lender
- Prepaid Interest if required by lender
- VA Loans only funding fee, if required by lender
- FHA, VA, and some Conventional Loans reserves for real property taxes, fire insurance and mortgage insurance

MOVING CHECKLIST

NEW ADDRESS:

BEFORE YOUR MOVE, YOU SHOULD CONTACT THE FOLLOWING COMPANIES AND SERVICE PROVIDERS :

UTILITIES:

- ► Electric
- Gas
- Water
- Garbage
- Telephone Cable

PROFESSIONAL SERVICES:

- Broker
- Accountant Doctor
- Dentist Lawyer

CLUBS:

- Health and Fitness
- Country Clubs

INSURANCE:

- Accidental
- Auto
- Health Home Life
- Renters

BUSINESS ACCOUNTS:

- Banks
- Cellular Phones
- Department Stores
- Finance Companies/Credit

SUBSCRIPTIONS:

- Magazine
- Newspapers
- Amazon & Grocery Deliveries

GOVERNMENT:

- DMV / IRS
- Post Office
- Schools
- State Licensing
- Library
- Veterans Administrators

MISCELLANEOUS:

- Business Associates
- House of Worship
- Pharmacy
- Dry Cleaner Hairstylist
- Landscaper
- Cleaner

FIXTURES VS PERSONAL PROPERTY

Fixtures

Fixtures are items in the sales contract that stay with the home and are assumed to stay unless called out specifically. These are items that are screwed in, nailed in, built in typically. They can also include built in appliances like dishwashers. Curtain Rods and blinds are fixtures but curtains are not for example.

Personal Property

Personal Property are items in the home that can be moved out of the home and are not attached like some appliances or potted plants in the yard. All items are negotiable.

As a Seller** If you do not have house keys or garage door remotes, please notify the listing agent, as these will be expected to be given to the buyer at closing.

COMMISSIONS

REAL ESTATE COMMISSIONS TO LISTING AGENT PAY FOR:

- Photography
- Floor plans
- Marketing the home to MLS
- Database which feeds into Zillow and Redfin Negotiate contracts
- Communicate with buyer's agent
- Negotiate repairs

REAL ESTATE COMMISSIONS TO BUYER'S AGENT PAY FOR:

- Find your home online
- Write an offer
- Negotiate repairs
- Schedule inspections
- Communicate with listing agent
- Educate buyer on real estate practices and value



COMMON ITEMS TO ASK YOUR REALTOR ABOUT IN YOUR HOME IF YOU ARE UNSURE IF THEY STAY OR GO

- Washer /Dryer
- Refrigerator
- Curtains
- TV Mount
- Planter boxes
- Play structures
- Hot tubs
- Yard Awnings
- Potted plants
- Nest/ Smart Thermostats
- Ring devices or other similar

QUESTIONS TO ASK YOU AGENT

- 1. Are you a full-time or part-time agent?
- 2. What is the average number of days your listings are on the market before selling?'
- 3. Will you service our listing personally or will we be working with your assistants?
- 4. How many sellers and buyers are you currently representing?
- 5. What is your internet marketing program?
- 6. What is your policy on responding to phone calls/emails/text messages?
- 7. How much of your business is generated by referrals?
- 8. What references can you provide?
- 9. Do you offer an "easy exit" listing so I can end our agreement if I am not satisfied?

GET IN TOUCH

Learn more about our team history and activity or contact us today with questions about the process.

OUR WEB RESOURCES



FACEBOOK: facebook.com/melissasellsportland



ZILLOW: zillow.com/profile/MelissaYrealtor



WEBSITE: www.PortlandRealEstateConsulting.com

OUR CONTACT INFORMATION

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