

Brooke the Realtor CHECKLIST!

Buying a home Step by Step

START HERE

01 Getting Organized

Before you begin your home search you'll need to sign on with an Agent and begin the process of getting preapproved for a mortgage or loan.

You will need:

- Questions for your Agent
- Copies of recent pay stubs and statements
- Copies of your past two years W-2s

02 Explore Neighborhoods

Brooke the Realtor can provide a snapshot of the surrounding neighborhood and local schools just send an address that you are interested in exploring. Also utilize Google Maps to investigate commute times.

You will need:

- Smartphone or Computer
- A Realtor may also assist you with this as we are neighborhood experts

03 Starting the Search

After pre-approval, you'll be ready to start the search. Be prepared to discuss what you're looking for in a future home with your agent

You will need:

- List of preferred neighborhoods
- List of features you want in a home

04 Submitting the Offer

When you find a home you love, you'll work with your agent to create an offer.

You will need:

- Pre-qualification letter provided by Lender
- Earnest Deposit
- Review Seller Disclosures

05 Inspection Period

Find a home inspector you trust and consider additional inspections such as termite inspection and mold. If you are purchasing a home in with an HOA be sure to review the CC&Rs as well. You may want to be present at the end of the inspection to discuss issues found.

You will need:

- List of recommended home inspectors
- Homeowners' Association documents or guidelines

06 Lock in your Rate

Now that the home-buying process is off to a good start, be sure to contact your mortgage lender to lock in your interest rate— or be prepared for potential surprises at the closing table.

07 BINSR

When the home inspections are complete, you're ready to ask the seller for repairs. Laws have changed in Arizona so be sure to contact me to discuss essentials — and skip the small stuff that could put your purchase at risk.

08 Appraisal

Next, your lender will request an appraisal. As a buyer, you can't do anything to influence this process, but it's a good idea to confirm that one has been requested to avoid any hold ups for closing.

What to expect

When the appraisal is complete, assuming the value is in line with the agreed-upon price, the mortgage process will continue. If not, you may be headed back to the negotiation table (or you may need to come up with the difference in cash!).

09 Insurance

As you approach your closing date, you'll need to secure homeowners insurance on your new home. Be prepared to comparison-shop, but don't skip this important step.

You will need:

- Quotes for homeowner's insurance

10 ...more paperwork

A few days before closing, your paperwork — including the appraisal, income statements, assets, and more — is shared with your loan underwriter for a final review.

11 Final Approval

Two days before your closing date, your loan will receive final approval, and the loan documents will be ordered.

12 Settlement Statement

Two days before your closing date, your loan will receive final approval, and the loan documents will be ordered. The day before your closing, an escrow officer or closing attorney calculates final costs and credits for buyer and seller.

13 Closing Day!

Closing day! Be prepared to receive the keys, hand over your down payment and closing costs, and be ready to spend at least an hour signing a pile of documents. See you at the title office!

You will need:

- A cashier's check for your down payment and closing costs
- A pen

14 You're a Homeowner

Once everything is signed and processed, the loan closes and property transfer is recorded. *Congratulations!*

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