

# SELLERS GUIDE



## WHAT TO DO BEFORE YOU SELL

1. Identify your motivation for selling.
2. Complete home improvements.
3. Meet with at least 3 agents.
4. Create a plan for your move after you sell.



## PROCESS BEFORE SELLING A HOME

### 1. Agent meets with buyer.

To best serve you, I will sit down with you to discuss your needs for selling your home and how I can provide my best resources to help you with the selling process

### 2. Seller prepares home for showings.

It's important to make your home move-in ready so buyers can visualize living there. With our services, you can virtually stage and have professional pictures taken to attract potential buyers.

### 3. Agent prepares paperwork and executes marketing plan.

With our custom marketing plan tailored to your home, we will create the systems to find the right buyers and take care of all paperwork for you.



## SHOWING PROCESS

### 4. Showing your home.

We will activate your home on the MLS and your home will be showable to the public. You can control when shows are allowed and when to restrict showings.

### 5. Negotiations

The listing agent and seller can reject, counter, or accept an offer. In this step, I would negotiate the best terms for you that will win us an offer.

### 6. Executed Contract

Once all parties have agreed on offer terms, we have an executed contract. You will be introduced to the title company and we will start the under contract process.



# UNDER CONTRACT PROCESS

## 1. Option Period

During this period, the buyer will have the negotiated amount of days on the contract from the executed date to perform any inspections for the home. The buyers will those days to negotiate repairs with the seller. The buyer will also deliver the earnest money, which is credited towards their down payment, and option money during this period. If they decide to terminate, they will get a refund of their earnest money and will keep their option fee.

## 2. Title Company & Lender

The title company will contact you for documents that need to be completed or actions to take during this process. They will open title, complete a title examination, and issue a title commitment to make sure title is clear and free of liens. The lender will make communicate with the title company and coordinate payoff for your mortgage.

## 3. Appraisal

To make sure the buyers are not overpaying, the lender will order an appraisal. If the appraisal comes back lower than the sales price, the buyer may negotiate terms like lower sales price. If an appraisal waiver is signed, the buyer waive their right to terminate due to appraisal.

# CLOSING

## 4. Clear to close.

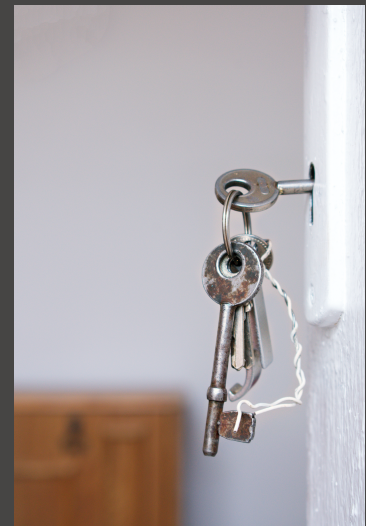
Once the lender has given buyer approval, both parties are clear to close. Closing are arranged at the title company with the closing officer. 1-3 days before closing, the buyer and buyer's agent will schedule a final walkthrough to make sure everything is satisfactory for move in.

## 5. Closing

During closing day, you will need to bring a valid ID and anything else needed for the closing. You will sign required documents and deliver the deed.

## 6. Funding

Once the seller receives the sale proceeds, the buyer receives possession of the property. The utilities will need to be transferred in the buyers name.



## **SELLERS COSTS**

- HOA Fees (If applicable)
- Commission Fees
- Seller concessions (If applicable)
- Taxes
- Home Warranty
- Survey (If needed & negotiated)
- Mortgage Payoff

Closing costs for a seller can range from 5%-10%.

## **NET SHEET**

A net sheet is an estimated amount that the seller will receive when selling their home. This can be drafted by a title company.

# GLOSSARY

## **ANNUAL HOUSEHOLD INCOME**

Collective income from everyone in your household before taxes or other deductions are taken, investment income or dividends, Social Security benefits, alimony, and retirement fund withdrawals.

## **APR**

APR refers to the annual percentage rate, which is the interest rate you'll pay expressed as a yearly rate averaged over the full term of the loan. APR includes lender fees in the rate, so it's usually higher than your mortgage interest rate.

## **APPRAISAL**

A written justification of the price paid for a property, primarily based on an analysis of comparable sales of similar homes nearby.

## **APPRAISED VALUE**

An opinion of a property's fair market value, based on an appraiser's knowledge, experience, and analysis of the property. Since an appraisal is based primarily on comparable sales, and the most recent sale is the one on the property in question, the appraisal usually comes out at the purchase price.

## **CLOSING COSTS**

Generally 2 to 5 percent of the purchase price include lender fees, recording fees, transfer taxes, third-party fees such as title insurance, and prepaids and escrows such as homeowner's insurance, property taxes, and HOA fees.

## **CLOSING DISCLOSURE**

A document that provides an itemized listing of the funds that were paid or disbursed at closing.

## **DEED**

The legal document conveying title to a property.

## **DOWN PAYMENT**

A cash payment of a percentage of the sales price of the home that buyers pay at closing. Different lenders and loan programs require various down payment amounts such as 3 percent, 5 percent, or 20 percent of the purchase price.

## **EARNEST MONEY DEPOSIT**

Also known as an escrow deposit, earnest money is a dollar amount buyers put into an escrow account after a seller accepts their offer. Buyers do this to show the seller that they're entering a real estate transaction in good faith.

## **PREPAIDS**

Prepays are expenses paid at the closing for bills that are not technically due yet, such as property taxes, homeowner's insurance, mortgage insurance, and HOA fees.

## **THIRD-PARTY FEES**

Any closing costs charged by someone other than your lender, typically including fees for an appraisal, a property survey, a title search, owner's and lender's title insurance, and sometimes an attorney.