

## The Sales Process

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If your property is in a Trust, you have a Power of Attorney, have a deed on death, or have a death certificate keep the originals as the title company will likely need them to close.

We suggest Seller having a pre-listing inspection done. We believe it usually makes for a smoother transaction.

A flurry of paperwork will come your way for electronic signature. We will take care of which documents you need. Documents will come to you for review or signature throughout the process.

Make sure you have a bank account the money can go into. If in a trust you will need an account with the trust name on it.

Review and sign the listing documents. Always review documents before signing them.

Once you have signed the listing documents, we will schedule a time to take pictures, create a virtual 3D walkthrough, and collect the \$599 engagement fee.

Generally, you should expect about 1 week to start the listing paperwork, edit photos, and get the listing on the MLS, Zillow, etc. We will begin marketing your home when you say you want to begin.

If your home is "priced right" you should expect about 6-8 weeks from the acceptance until "close" and move out. If there are no offers after three weeks we should discuss a price reduction.

Once you have accepted a contract to purchase you need to schedule your move - Don't cut it too close, moving companies often have logistical issues such as delays or lack of equipment.

Often people are moving and are not taking some or all of their "stuff" and want us to dispose of it after they are gone. We can work with you on accomplishing this. We will meet with any estate sale company, "clean out" company, donation company, or home cleaners you have hired on your behalf, and you can be gone.

Closing: You can choose to sign documents a few days before the closing, sign documents the day of closing, or have the documents overnighted to you, with so many options you do have flexibility as to when you leave the area, but it is important to have planned for this. We will work with you and the title company on this step.

If you have any home warranties that are transferable to the Buyer, be kind and have those warranties ready to transfer.

Contact your bank on or before closing, make sure they are sending your escrowed money to the correct address or account. While we always recommend paying your payment on your due date and your bank should eventually refund you any overpayment.

Make sure your homeowner's insurance company has your new address. We suggest having it cancelled for the day after closing and have the insurance company send you a refund for the remainder of the year's insurance.

Make sure you have your utilities /HOA changed to the buyer's name. Los Alamos County has a website set up to do utilities. We have a link to it at AtomicRealty.net under the “About Atomic” dropdown and the “resources” tab.

The day the Buyer closes and funds the transaction is generally the day you provide the keys for access to the house. Make sure you give us all the keys prior to closing or bring all the keys to the title company to hold for the buyer.

While it is your home, Atomic Realty strongly suggests Seller’s not granting access or early move in to Buyers and Buyers not allowing the Seller to stay a few days after the closing. Both of these scenarios can result in serious “heartburn”.

For more detailed ideas on the process see AtomicRealty.net under The “Sellers” dropdown menu under the “Sellers the process” tab.