



BUYER'S PLAN

Your home buying experience should be a smooth and memorable one. This is my commitment to you:

- Discuss parameters and special preferences (ie, neighborhood, specific location in proximity to work or school, # of bedrooms, # of baths, view, etc.) you are looking for.
- Put you in touch with a lender to get pre-qualified/pre-approved and answer any financial questions you may have.
- Research and select all properties that meet your parameters.
- Contact listing agents to schedule private showing appointments of these properties.
- Keep you informed of new listings that meet your criteria and forward this information to you expeditiously so showing appointments can be made immediately.
- Will assist you in preparing the Purchase Contract after reviewing all comparable properties so that the best offer can be made.
- Will review the Purchase Contract with you and explain all the contingencies.
- Will negotiate the best price, terms and conditions on your behalf.
- Once the offer is accepted, will open an escrow account and prepare an outline of all dues dates of contingencies agreed upon in the contract.
- Will schedule, coordinate and attend all inspections with you: Professional home inspection; Termite inspection; Final walk-through inspection; and any other inspections deemed necessary.
- Will keep you updated as the property moves through the escrow process. At the same time, will monitor the status of your loan as escrow progresses.
- Will obtain from escrow the Preliminary Title Report to ensure that you receive clear title to the property.
- Will obtain from listing agent the Seller's Disclosure Statement so you are notified of any problems or defects that the seller knows about the property.
- Will obtain and provide to you the CC&R's (Conditions, Covenants and Restrictions) if any, so you will be fully aware of all neighborhood and association restrictions, rules, etc.
- Will obtain and provide you the Condominium and Association documents.
- Will track all timeframes of the contract to ensure all deadlines are met.
- Will review the buyer's closing statement and accompany you to Escrow for the signing of all closing documents.
- Upon recordation, will obtain all keys from the seller's listing agent and immediately deliver these to you.

I am here to assist you! Please do not hesitate to contact me at anytime.