



Checklist of Steps for Buying a Home

This list is not comprehensive. There are a lot of steps that your REALTOR® takes care of behind-the-scenes.

Call Sheila Cox, REALTOR® and EcoBroker Certified®

832-622-1233

Action Step	Deadline
<input type="checkbox"/> Contact three or four lenders to determine how much house you can afford .	
<input type="checkbox"/> Determine how much money you will need to purchase a new home. Do you have enough? If not, create a budget and start saving now.	
<input type="checkbox"/> Get approved for a loan . Don't forget the approval letter! We will need to submit it with an offer to buy a house.	
<input type="checkbox"/> Contact a REALTOR®, Sheila Cox at 832-622-1233, to help you with your purchase. You need a professional looking out for <u>your</u> best interest!	
<input type="checkbox"/> Do you need to sell your current home ? Sheila will help with that too. Get it on the market!	
<input type="checkbox"/> View homes that meet your specific needs. Rate them using Sheila's Buyer's Decision Analysis spreadsheet.	
<input type="checkbox"/> Choose the right home for your needs and let Sheila create House Report .	
<input type="checkbox"/> Sign the legal paperwork and make an offer to buy the house that you chose. Be prepared to write two checks: 1% earnest money to Title Company and \$200-300 option fee to the Seller.	
<input type="checkbox"/> After the purchase offer is accepted, hire home inspectors to check the home. This will cost \$300 to \$500.	
<input type="checkbox"/> Negotiate repairs to home as needed.	
<input type="checkbox"/> Compare mortgages and lenders.	
<input type="checkbox"/> Choose a lender and mortgage and apply for a loan if you haven't already. Remember, you have a deadline to meet in the sales contract. Be prepared to pay an application fee (approximately \$300) and an appraisal fee (approximately \$300-400).	
<input type="checkbox"/> Gather items for your loan application (W2s, tax returns, pay stubs, bank statements, etc). Be prepared for a hassle! The lending process is very stringent these days.	
<input type="checkbox"/> Obtain home owner's hazard insurance . Make sure you get at least three quotes.	
<input type="checkbox"/> Make sure the survey is ordered in a timely manner. NOTE: Know the 10 Common Pitfalls to Closing on Your Home .	
<input type="checkbox"/> Select your residential service contract ("home warranty").	
<input type="checkbox"/> Make sure the Lender's appraisal is ordered in a timely manner.	
<input type="checkbox"/> Plan your move and order your utilities to be turned on the day you Close.	
<input type="checkbox"/> Check your Title Commitment when you receive it. You have 5 days to "object in writing." NOTE: It's a good idea to have a real estate attorney review the Title Commitment to make sure that you are getting "clean Title." Your REALTOR is not allowed (or qualified) to offer you legal advice.	
<input type="checkbox"/> Make sure your Closing is scheduled with the Title Company. You will need two forms of ID and a cashier's check or wiring instructions.	
<input type="checkbox"/> Do your final walk-through.	
<input type="checkbox"/> Go to the settlement Closing. (See what to bring .)	
<input type="checkbox"/> Move into your new home and enjoy!	
<input type="checkbox"/> Check out these tips for decorating , remodeling, and updating your new home.	
<input type="checkbox"/> Make sure you receive a copy of your Deed (from the Title company) within a couple of weeks after Closing.	
<input type="checkbox"/> Apply for your Homestead exemption in January of the following year.	