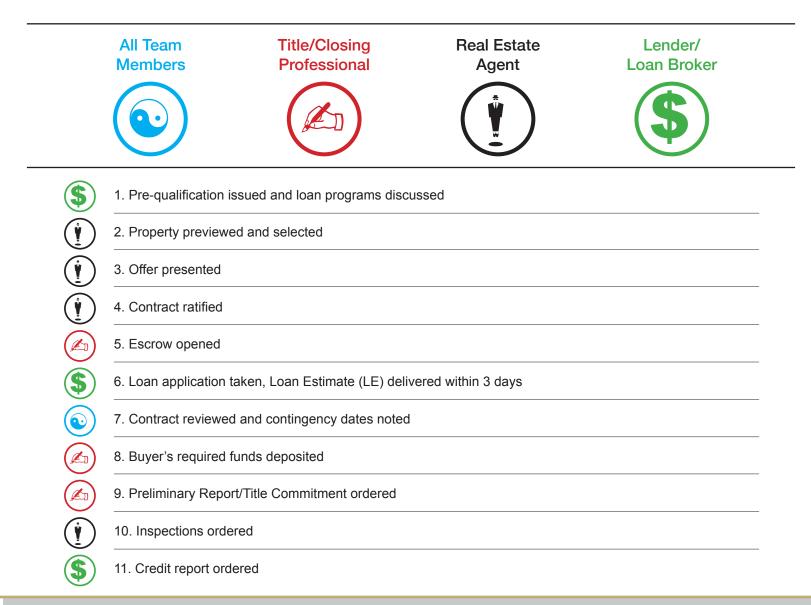


Buying a Home in 35 Steps

This is your 35-Step checklist outlining the functions to be performed by your real estate team – your real estate agent, lender, and title and escrow company – for a successful real estate transaction.

The steps have been coded to indicate the role each member of your "team" will take and the order in which each task is typically performed.

They are numbered for your convenience, however, some of these steps occur simultaneously.





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Buying a Home in 35 Steps





Real Estate

Agent



- 13. Preliminary Report/Title Commitment reviewed and forwarded to lender and real estate agent
- 14. Disclosure package provided to buyer for review
- 15. Preliminary Report/Title Commitment reviewed by all parties
- 16. Loan program selected
- 17. Inspections reviewed and/or contingencies removed
- Loan contingencies removed
- 19. Final documents accumulated for loan approval
- 20. Appropriate title report items cleared by escrow/settlement officer and any additional conditions reviewed
- 21. Loan package submitted to underwriting
- 22. Loan approved
- 23. All invoices/statements delivered to lender at least 10 days prior to closing
- 24. Closing Disclosure (CD) prepared and delivered
- 25. Signing appointment scheduled
- 26. Closing documents signed. Cannot occur less than 3 days after CD is received
- 27. Final funds from buyer deposited into escrow
- 28. Signed loan documents returned to lender
- 29. Funding package reviewed
- 30. Loan funds issued
- 31. Documents recorded with the local recording office
- 32. Escrow closed; final accounting; checks written and disbursed; closing statements issued
- 33. All parties notified by escrow upon closing
- 34. Keys released to new owner

35. Celebration!