

THE HOME BUYING PROCESS

Your offer has been accepted and you are officially under contract to purchase your new home. Now what can you expect?

- Earnest money check will be deposited with the title company to open escrow. They will send a copy of the signed contract and documents to the title company on your behalf. If you are wiring funds they will notify title to email wiring instructions to you. It is important that earnest money is deposited timely. Title will email a receipt to you usually within 24 hours of receipt.
- If you are financing they will forward a copy of the signed contract and documents to your lender and request the required LSU (loan status update) within 5 days of contract acceptance. Your lender will begin the underwriting process and order an appraisal. It is very important that the lender provide the LSU and communicate with you and the title company to ensure loan documents are at the title office at least 3 days prior to closing.
- Title opens escrow and will do a preliminary search to ensure clear title. You will receive updates and information throughout the process from the title company.
- The purchase contract standard language provides you with 10 days to conduct your home inspections and your due diligence. The KOLB Team can provide names for home inspectors or you can select someone you know. Unless the contract provides otherwise, all inspections (home, termite, pool, etc.) must be complete within 10 days. The inspector will contact you directly to go over their contract and pricing and you will pay them directly. The inspector will provide you with a written summary and a complete report of the inspection and go over it with you. Within that 10 day period they will prepare the BINSR (Buyer Instruction Seller Response) to request any repairs in writing. The seller will have 5 days to respond and then you will have up to 5 additional days to accept seller response or cancel the contract with earnest money refundable. Failure to meet the deadlines on the inspection as per the contract will be breach of contract and forfeiture of earnest money.
- It is their job to watch the timeframes closely and your job to respond with information in a timely manner.

- Within 5 days of contract acceptance, the seller's agent will provide SPDS and CLUE (seller property disclosure statement and insurance claims history) unless it is not available as per the purchase contract. This will disclose to you what the seller knows about the property and the claims history will show any claims filed on the home within the last 5 years. You will initial and sign the SPDS verifying receipt and they will return a copy to the seller's agent.
- Title Company will order homeowner association documents (HOA) for your review if an HOA is associated with the property you are purchasing. You will need to read these documents and let us know within 10 days if you have any concerns about the CC&R's.
- If your contract provides for a home warranty, at your request The KOLB Team will provide you with at least two companies and you can also research any home warranty company that you desire. Once you have selected a company they will order the policy and have the invoice sent to title to be paid at close of escrow.
- You will need to select property insurance for your new home and begin to work toward transferring utilities into your name. They will provide you with a list of helpful numbers to assist with this process.
- Complete a change of address form with the effective date on or after closing.
- As we move into the final week prior to closing, it is important that your lender is on track with finalizing the underwriting and is able to send loan documents to the title company at least 3 days prior to closing and fund timely.
- Title will send a HUD₁ with closing costs and a detail of all debits and credits regarding the purchase of the home. This statement will provide the exact amount that will be due at closing.
- You do not need to be present physically to sign closing documents. Title Company will arrange to overnight or email documents to you for signature. Please note that a notary is required and ample time must be given to overnight documents back. This is especially important for foreign buyers. If you are attending closing, it is important to remain flexible with your schedule as no appointments can be scheduled until all docs are into Title Company's office.
- The KOLB Team will schedule a final walk through for you to see the property one last time before closing. They will request that any repair receipts are left for you at the time of the final walk through or before. Once you have completed the final walk through you will sign a document stating that you are satisfied that the property is as represented at the time the purchase contract was written or if it is not they will note the items of dissatisfaction and the seller will need to correct those items prior to releasing the home to record.

- Once all is satisfied with the final walk through and title has everything in order, they will release the home to record. Depending on what time of day that occurs they can receive notification of recording anytime between 9 and 5 on the day of close of escrow. The home is not officially transferred until they are notified that it has recorded so it is important to notify your moving company. Once the home has recorded they will meet you with keys and congratulate you on your new home!
- They will stay in touch with you frequently during the process and continue to be available for you afterwards. It is part of the post-sale service The KOLB team offers.
- If you have questions or concerns about the process or your transaction, please contact Becky Kolb, Real Estate Agent, at (480) 440-0849 or becky@thekolbteam.com or Anne Annis, Licensed Real Estate Assistant, at (480) 612-1517 or anne@thekolbteam.com.