

Chris Nelson - Realtor®

Service Commitment to Home Buyers

In an effort to make your home buying experience as pleasant and worry-free as possible, I will perform the following services as your Realtor:

1. Initial Meeting

- Discuss your goals and housing needs to pinpoint the features of the property you require.
- Arrange with your lender for pre-approval and learn your financing abilities and alternatives to help you determine your ideal price range.

2. The Home Search

- Initially provide you with a current list of available properties that meet your criteria.
- Review new listings daily for suitable properties based on your needs.
- Research neighborhood information and resources for any of the suitable properties.
- Arrange home tours of properties that might work for you.
- Explain details, pros and cons of the properties and neighborhoods upon showing.

3. Preparing the Purchase Agreement

- Work with your lender to estimate the details your closing costs, downpayment and monthly payments.
- Review comparative sales to determine the approximate fair market value of the property.
- Confer with the listing broker to assess your negotiating position with the seller.
- Prepare the purchase agreement on your behalf, with special consideration given to:
 1. Purchase price, deposit, closing costs and financing details
 2. Necessary contingencies
 3. Real property vs. personal property
 4. Professional inspections
 5. Required legal disclosures
 6. Close of escrow and possession dates
 7. Overall avoidance of unnecessary controversy, complications or delays
- Arrange for the presentation of your offer to the seller and/or broker as appropriate and negotiate on your behalf through the offer/counteroffer process.

4. Processing the Escrow

- Stay in touch and be available for questions or concerns through the transaction.
- Open escrow and review escrow instructions with you.
- Help coordinate your loan processing with the loan officer.
- Schedule and arrange access for inspectors, review all reports, prepare any repair requests as well as review all work completion notices with you.
- Schedule and conduct your final walk-thru inspection.
- Arrange client-escrow officer sign-off meeting.
- Coordinate close of escrow and possession dates and times.
- Arrange for the transfer of the keys to your new home.

5. In short, handle any and all issues or concerns that arise along the way!


