

Home Buying Process Overview

Time	Buyer Activity	Seller Activity
	Choose a realtor Sign agency disclosure	Choose a realtor Sign agency disclosure Sign a listing agreement
Pre-Contract	<u>Optional Activities</u> <ul style="list-style-type: none"> ■ Contact a lender/loan broker for pre-qualification or pre-approval ■ Identify source of down payment and closing cost 	<u>Optional Activities</u> <ul style="list-style-type: none"> ■ Order preliminary report, disclosure reports ■ Complete TDS, lead and other disclosures ■ Get termite inspection ■ Get house pre-inspection
Acceptance	<ul style="list-style-type: none"> ■ Sign offer and any counter offers ■ Give deposit to Broker 	<ul style="list-style-type: none"> ■ Sign Acceptance, any counter offers
After Acceptance		<ul style="list-style-type: none"> ■ Order seller-paid reports or inspections ■ Order prelim, (if not done at time of listing or if title company changes)
As Soon As Possible		
3 Days	<ul style="list-style-type: none"> ■ Give deposit to escrow 	<ul style="list-style-type: none"> ■ If buyer does not perform, seller can give notice ■ If applicable, order HOA disclosures
7 Days	<ul style="list-style-type: none"> ■ Give pre-qualification or pre-approval letter to realtor ■ Verify down payment and closing cost, and, (if all cash) sufficient funds to close 	<ul style="list-style-type: none"> ■ If buyer does not perform, seller can give notice ■ If applicable, disclose if condo or planned development ■ Deliver seller disclosures, reports and inspections, (TDS, Natural Hazards, Preliminary Report, Seller-paid reports, etc.)
1 - 17 Days	<ul style="list-style-type: none"> ■ Conduct inspections, review reports, request repairs, etc. 	
17 Days	<ul style="list-style-type: none"> ■ In writing, remove contingencies or cancel ■ Return signed disclosures 	<ul style="list-style-type: none"> ■ If buyer does not perform, seller can give notice or allow contingency to continue ■ If buyer does not, seller can give notice to perform
As Soon As Possible		<ul style="list-style-type: none"> ■ Deliver HOA disclosures
1-5 Days After Delivery	<ul style="list-style-type: none"> ■ Review HOA disclosures and sign closing disclosure 	
5 Days After Delivery	<ul style="list-style-type: none"> ■ In writing, remove contingencies for common interest disclosures or cancel 	<ul style="list-style-type: none"> ■ If buyer does not perform, seller can give notice
5 Days BEFORE Close of Escrow	<ul style="list-style-type: none"> ■ Verify condition of property ■ Sign loan documents 	<ul style="list-style-type: none"> ■ Deliver deed ■ Escrow closes and you will receive the proceeds from the sale
Close of Escrow	<ul style="list-style-type: none"> ■ Pay remaining amount of purchase price to escrow ■ Escrow closes and you receive title to your new home 	<ul style="list-style-type: none"> ■ If applicable, tenant occupied property to be vacated

