

# Seller

## YOU'VE ACCEPTED AN OFFER!

For inspections and appraisals, providers will need access to your home (see asterisked sections), which they will do with the lockbox. There's no need for you to be home. All you need to do is make sure all parts of your home, including sheds, detached garages, attics, and any place where the lockbox does not provide access, is easy to access.

### HOME INSPECTION

Home inspections are scheduled 1-14 days after the accepted contract and are meant to protect buyers against surprises after closing. Do not worry if the inspector finds a few issues with your home. This is normal. The buyer may ask you to fix all or only a few of the items identified. Most often, buyers request only the most important items be repaired. Once we receive their requests, we will discuss with you how best to respond. All repairs need to be completed by licensed providers and all invoices need to be completed prior to closing.

### TERMITE\*

The buyer's lender may require a termite inspection of the property. The inspector will need access to the interior, exterior, and any outdoor buildings. This is typically completed within two weeks of closing.



### APPRAISAL\*

The appraisal is ordered by the lender after the home inspection is complete. The appraiser will schedule an appointment to access your home. Once the appraisal is complete, the lender will receive the report, typically 7-10 days after the appraisal, at which time we'll be notified of the results as well. Depending on your loan type and the age of the house, repairs may be required with a mandatory re-inspection to confirm the repairs are completed. Speak with your real estate professional if you have any questions.

### NOTIFY UTILITY COMPANY

Please notify all of your utility companies to remove your name from the accounts effective on the close date. Please do not request the utilities be shut off; the new owner will contact each company and have the accounts transferred into their name. In addition, contact the United States Postal Service and submit a Change of Address Form to ensure that your mail goes to your new home after closing.



### BUYER'S WALK THROUGH

The buyer will schedule a final walk through to check the status of any agreed upon repairs and ensure the home is in the same condition as it was when they made the original offer, usually 24-48 hours prior to the buyer's closing date. Please make sure things are moved out of the home before the walk through to ensure the buyer has a clear view.

### MOVING OUT

Be careful to not cause damage when moving out. The sales contract requires the home be in the same condition as when the contract was accepted.

### THE TITLE MUST BE REVIEWED AND CLEARED

The title to the home will have to be cleared by a title company to make sure that there are no existing liens on the property. Paying for the title check is a common seller concession, so either the buyer or seller may be paying for this stage in the process.

### THE CLOSING MUST BE CARRIED OUT

Just prior to closing, you'll receive and review a closing statement, or a seller's Closing Disclosure form, which includes a complete breakdown of expenses and credits from the sale of your home.

This is important for you to read carefully and review before sitting down at closing. Since there's a lot going on, it can be easy to miss something. Most loan officers review this statement before sending it to the seller, but it's still imperative for you to take time to understand the form and double-check the information.

Closing signals the final step in the home selling process. On this day, the ownership of the property is transferred to the buyer. The closing timeline is typically set during the negotiation phase and is likely to be anywhere between 30 – 60 days out from the time you accept the offer.

As your Real estate I would suggest that you prepare your home so both the buyer and inspector view it at its best by clearing access to various points in the house for the inspector:

Attic  
Crawl space

Electrical service panel  
Furnace

If any of these areas are blocked and the inspector is unable to access them, the inspector might have to reschedule, delaying your time frame for closing.

### CLOSING DAY

Approximately 24-48 hours prior to closing, the title company will provide a closing statement detailing all of the financial aspects of the transaction. The closing statement will outline the exact amount of the proceeds you will receive from the sale and/or the amount of money you need to bring to closing. Should you need to bring more than \$10,000, the funds will need to be wired. Leave all keys, garage door openers, pamphlets and mail keys at the house - often times, the buyers agent takes the key from the lock box at the time of the final walk through to present to the buyers at closing! Get your pen ready: It's time to sign the closing papers that will transfer ownership of your home to the buyer. Bring your current photo ID with you and make sure it is not expired. You are the owner of record until the conclusion of the buyer's closing.

*IMPORTANT NOTICE ABOUT WIRE FRAUD: Never trust wiring instructions sent via email. Never change wiring instructions based on an email. Cyber criminals are hacking email accounts and sending emails with fraudulent wiring instructions. These emails are convincing and sophisticated. Always independently confirm wiring instructions in person or via a telephone call to a trusted and verified phone number just before wiring the funds. Never wire money without double-checking that the wiring instructions are correct.*