



THE HOME SELLING PROCESS

WHEN YOUR HOME IS UNDER CONTRACT

- 1. I am required to report the pending sale to FMLS within 48 hours of acceptance. This will automatically change the status of your home in the computer. It will be shown as pending sale and agents will not continue to show it. Please refer any agent inquiries you may receive to me.*
- 2. Most contracts are contingent upon an inspection. They can last as long as three hours. I will be in touch with you within 24 hours as to the results*
- 3. An appraisal of the property will be required by the purchaser's lender. I will notify you when the appraiser will be coming. He/She may notify you directly. If so, please let me know by leaving the time on my voicemail.*
- 4. At least two weeks prior to closing, have all the utilities transferred out of your name effective the day you give possession to the Purchaser. Simply call each utility company and inform them that the new owner will be calling to establish services and you want services transferred as of the date you are moving.*
- 5. If a home warranty has been negotiated as part of your contract, I will make the arrangements to secure the warranty for closing.*
- 6. The closing attorney may order a survey prior to closing. The surveyors will come out and survey your property anytime within the 3 days of closing. If, by the morning of closing, you have not observed the survey flags, please call me so that I can check with the attorney to make sure it has been done. Not all mortgage companies require a survey.*

WHEN YOU COME TO CLOSING

- 1. I will notify you of the time and location of closing well in advance. Please allow 1-2 hours for closing.**
- 2. Bring one key for the purchaser to the closing. Leave all other keys as well as garage door openers on the kitchen counter when you move.**
- 3. The attorney will also require a picture ID.**