

## Buyer Agent Services Provided

### Here is a summary of what we do for you:

- ◆ **Ready to Buy.** We'll pre-qualify you to determine how much you can afford to pay monthly for a mortgage.  
If needed, we'll assist you with finding a mortgage loan officer to get your loan application process started. Once your pre-approved by the lender, they will send us a Loan Pre-Approval letter that we can use in negotiating your offer.
- ◆ **Finding the right home.** ListingAlert MLS search will place listings meeting your home search requirements into your personal "Organizer" within 15 minutes after Listing Agent places them on the MLS. Then the system notifies you immediately via email. We'll show you the homes you would like to see and delete the one's which don't interest you.
- ◆ **Detailed Listing Information.** Each listing provides you with detailed information about the home, pictures (if any), local schools, crime statistics, neighborhood conditions, maps & driving directions.
- ◆ **Help you to establish the best value.** When you find the right home, we'll provide you with a Comparative Market Analysis (CMA), current market price trend analysis, and price reduction history to help you make an offer at the right price.
- ◆ **Write & Present offers.** We'll guide you step by step through the purchase contract as we develop a strong contract, while protecting your interests. We use your loan pre-approval letter and we aggressively pursue face to face meetings with sellers in order to negotiate the best terms for you.
- ◆ **Review Disclosures, Inspection Reports, Property Title, & Environmental Reports.** We'll guide you through all the seller's home disclosures and we'll help you review all needed property inspections (pest control, physical, etc.). We'll guide you through the preliminary title reports & Geological/Environmental reports. We'll take you through a final walk-through of your new home to ensure it's in the same physical condition as when the offer was accepted. And finally, we'll be with you during the final closing and sign-off on your new home.
- ◆ **Communication & Escrow Schedule.** We'll provide you with weekly progress in the form of an escrow schedule showing key dates and persons responsible for all the needed events through Close of Escrow. We follow-up to ensure all contract requirements are met. Email & phone conversations will take place as needed.

**Remember: Our services are FREE to you, the home buyer. The seller pays all of our commission.**

