



Home Buying Process Overview

Time	Buyer Activity	Seller Activity
	<ul style="list-style-type: none"> Choose a REALTOR Sign agency disclosure 	<ul style="list-style-type: none"> Choose a REALTOR Sign agency disclosure Sign a listing agreement
Pre-Contract	<p><u>Optional Activities</u></p> <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 	<p><u>Optional Activities</u></p> <ul style="list-style-type: none"> ■ Order preliminary report, disclosures reports ■ Complete TDS, lead and other disclosures ■ Get termite inspection ■ Get house pre-inspection
Acceptance	<ul style="list-style-type: none"> ■ Sign offer, 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 ■ 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.)
7-17 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 	
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 	<ul style="list-style-type: none"> ■ Deliver deed ■ Escrow closes & 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 & you receive title to your new home 	<ul style="list-style-type: none"> ■ If applicable, tenant occupied property to be vacant