

# The Home Buying Process

WHAT YOU DO	WHAT I DO	COMMENTS
<b>PRE-QUALIFICATION</b>		
<p>1. Talk to a loan officer about getting pre-qualified.</p> <p>2. Tell me what criteria you have in mind for a home. ( Price, bedrooms, baths, schools, yard size, square footage, area of town, etc...)</p> <p>3. Tell me which houses you want to view and the times you are available.</p>	<p>If you do not have one I can provide you with names and numbers of ones I use. I will also answer any questions you may have.</p> <ul style="list-style-type: none"> <li>• I have access to all homes that are listed for sale in San Antonio and surrounding areas. <b>I will email, fax or mail you listings that fit your criteria.</b></li> <li>• We'll talk about price ranges in your neighborhood and drive you to see them if you wish.</li> <li>• Make appointments with other agencies to view the homes.</li> </ul>	<p>The loan officer gets personal. He will ask you everything about your finances. Not to worry, it's his job.</p> <p>There are several websites available to help you with this decision. Please visit my site for links to helpful information.</p>
<b>LOOK FOR YOUR NEW HOME</b>		
<p>4. Get in my car.</p> <p>5. Find your new home!</p>	<ul style="list-style-type: none"> <li>• Drive you to the houses you want to see.</li> </ul> <p>I will pull the homes that have sold in the last six months in that area. This list will give you the average price per square foot and give you my opinion on what offer you make.</p>	<p>While we drive we can:</p> <ul style="list-style-type: none"> <li>• listen to music</li> <li>• talk</li> <li>• be silent</li> </ul> <p>You get a choice of Sprite, Coke, Diet Coke, Tea Big Red, coffee or water during this process. I probably have gum if you want that, too.</p>
<b>MAKE OFFER</b>		
<p>6. Make offer. <b>Write checks for option period \$50--\$100 and Earnest Money (\$500—\$1,000).</b> Could be up to 1% of offer amount. This shows the seller that the buyer is serious. These will not be cashed until the contract is accepted.</p>	<ul style="list-style-type: none"> <li>•Type up the contract and other forms necessary to complete the offer process.</li> <li>•I'll call loan officer to check-in.</li> </ul>	<p>Get your pen signing hand ready, there are lots of forms.</p>

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<b>NEGOTIATION</b>		
7. Go home and relax.	Deliver the offer to the other agent. At this point negotiation begins. I will keep you fully informed during this process.	Some people may feel panicked or depressed. Not to worry, this is totally normal.
8. Continue on with your daily routine.	I'll call you to tell you whether the offer is accepted or the seller still wants to negotiate more. I'll advise you every step of the way.	See above comment.
9.	We meet and I have you initial the changes (if any).	See above comment.
<b>OPTION PERIOD BEGINS</b> (usually 10 days)		
10. Be in attendance during the inspections so you can ask the inspectors questions. <b>The costs for inspections are \$200-\$350 for structural and \$70-\$80 for termite. You'll need to write checks for these.</b>	<ul style="list-style-type: none"> <li>•Call all the inspectors (structural and pest) to schedule a time we can all meet at the house.</li> <li>•Receive copy of reports and we will discuss what we want to have fixed, if necessary.</li> </ul>	Tell your friends and drive by the house whenever you feel the urge.
11. Call your favorite insurance agent to get the yearly cost of insuring this home.	NEGOTIATE repairs, if necessary.	I'll call you, you call me.
12. Continue on with daily routine.	Status Reports.	I will keep in-touch with the loan officer, other agent and title company. If they need anything, I will get it to them.
<b>CLOSING</b> (from day Option period ends to day of closing)		
13. Start packing.	I'll set appointments with the title company for the closing.	Get your pen signing hand ready, again.
14. Come to closing.	We'll meet at closing (or I can pick you up if you'd like).	You will get your keys after the loan funds. This may be later in the day or the next day.