



## **Purchasers Information Document**

A methodical no pressure road map to homeownership. Together we will construct a picture puzzle of your options. You will become an expert in the home buying process. By following our conservative process you will make a wise choice, have peace of mind, and join hundreds of our past-satisfied clients.





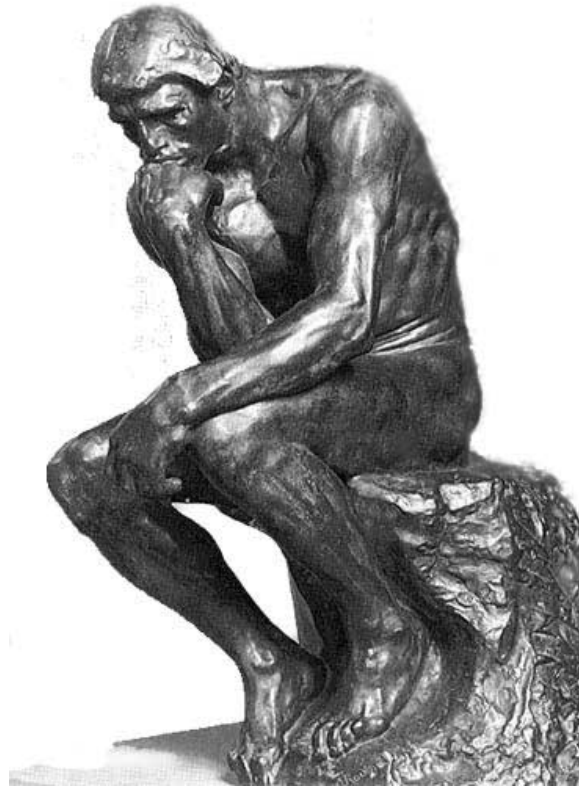
## **The Process – A Road Map to Success:**

- 1. Planning**
- 2. Evaluation**
- 3. Search**
- 4. The Right house**
- 5. Contract**
- 6. Pre-Settlement**
- 7. Settlement**
- 8. Post Settlement**



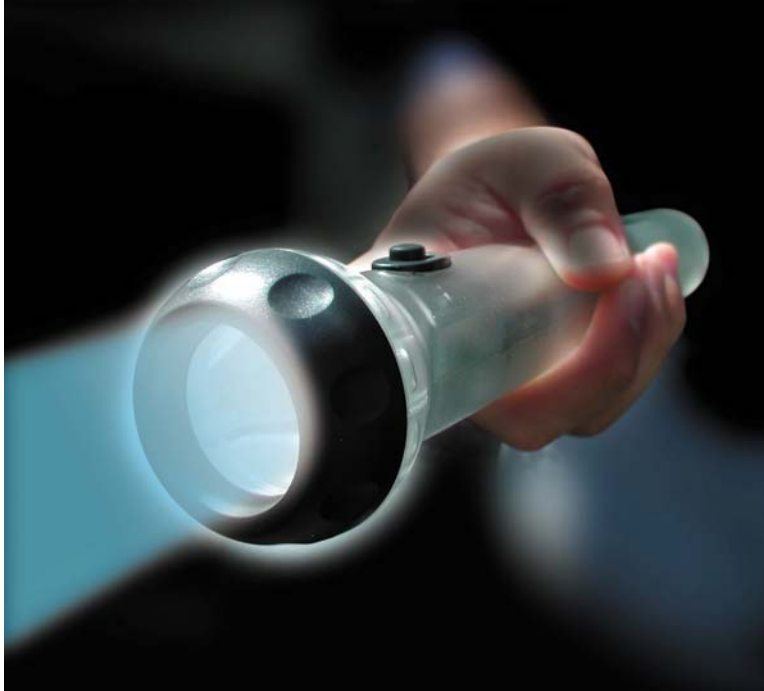
## **The Planning Phase:**

1. Lifestyle - Priority features
2. Budget Analysis - For your financial protection
3. Cash Assets - Source of funds.
4. Financing - Loan options and limits
5. Hypothetical Purchase Model - Identify all the components.
6. Tax Ramifications - Readjust payroll with holdings.
7. Hypothetical Timeline - Average time frame
8. Summary and Recommendations



### **The Evaluation Phase:**

1. Review, make adjustments, and fine tune hypothetical purchase model
2. Get advice and counsel (there is safety in a multitude of counselors)
3. Decide to proceed - Yes or No
4. If yes, enter into Buyer Agency
5. Approve fine-tuned personal action plan and timeline



## **The Search Phase:**

1. Loan application and pre approval
2. Set up future showing schedule
3. Identify your top 3 prioritized locations - town or zip code
4. Identify future homes top 5 prioritized features
5. Purchase ADC map book
6. Set up and save your listing searches at our website:  
[www.kuykendallassociates.com](http://www.kuykendallassociates.com)
7. Educational/overview tour - Identify your preferences
8. Discuss purchasing process
9. Review and get a copy of sales contract



## **The Right House:**

1. Pre purchase protocol - designed to protect you and insure a wise choice
  - a. Revisit house - second viewings are never the same, either better or worse
  - b. Confirm homes features against established priority features list
  - c. Obtain confirming counsel-invite trusted persons to view home
  - d. Construct a plus and minus list
  - e. If a couple - come into total agreement on suitability of house
  - f. Single and couple – have personal peace
  
2. Decide to proceed - your action items
  - a. Check the commute drive and time
  - b. Speak to 3 neighbors
  - c. Check for sex offenders @ <http://sex-offender.vsp.virginia.gov/sor/>
  - d. Contact County Planning and Zoning
  - e. Visit [http://www.fairfaxcounty.gov/police/crime\\_w.htm](http://www.fairfaxcounty.gov/police/crime_w.htm) for reports in FFX County. Visit [www.crimereports.com](http://www.crimereports.com) for Loudoun County. In Prince William County, call the substations.
  
3. Our action items
  - f. Construct a CMA (competitive market analysis) for house
  - g. Estimate market value and review data with you
  - h. Recommend a negotiation strategy
  - i. Double check current interest rates

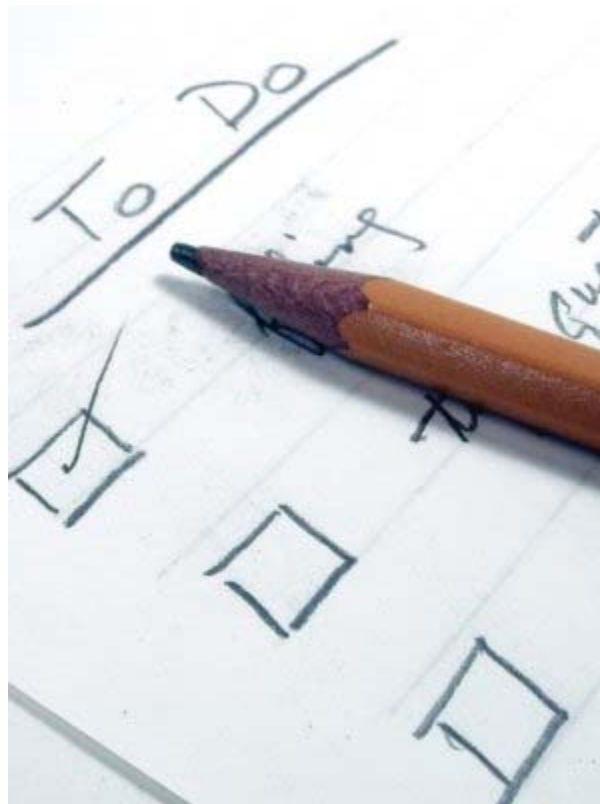


## **The Contract Phase:**

1. Writing the contract - allow 60 minutes
2. Things to bring - personal check for the deposit and calendar
3. Optional Elections - home inspection \$4-600, radon \$150, warranty \$450
4. Preparation for seller counter offer - think about your boundaries
5. The contract presentation and counter offer process
6. Contract agreed upon and ratified

## Pre Settlement Phase:

1. Transaction time line/check list - easy to follow road map to settlement - KK
2. Schedule with you the home inspection, radon tests, etc. - KK
3. Send copies of contract to all parties - KK
4. Lock interest rate - You
5. Purchase homeowners insurance - You
6. Set up your moving schedule -You
7. Transfer utilities - You
8. Prepare liquid funds-certified check needed to close - You



## **The Settlement Phase:**

1. Get updated GFE (Good faith estimate) from your lender showing how much cash you need to close - You
2. Obtain certified check-try to bring extra. Any refund will come at the Settlement table - You
3. Final walk through inspection - usually before day of settlement - Us
4. The settlement - things to bring - You
  - a. Photo id's
  - b. Certified check made out to title company
  - c. Proof of homeowners insurance (paid receipt)
  - d. Personal check book



## **The Post Closing Phase:**

1. Change or rekey locks
2. Alter paycheck with holdings after one month
3. Look in mail for recorded deed and title insurance policy (2-4 months)
4. Place title insurance policy in safety deposit