

Services Provided by the Best Buyers Agents

1. Have a personal consult with Buyer to understand their needs, wants, future goals (at Buyer's request)
2. Education of the process; offering a clear road map
3. Accessibility for questions and phone calls
4. Confirm buyer is pre-approved by calling Loan Officer or connecting them with a preferred lender
5. Set up personalized search and conduct a daily review of all MLS properties that meet the criteria you provide
6. Provide website for Buyer's own research for neighborhood, crime and school information
7. Place regular weekly update calls or emails to discuss marketing and pricing
8. Research weekly current laws, interest rates, and insurance conditions as it relates to the housing industry, and specifically how it impacts the purchase properties. Notify buyer of any conditions promptly
9. Work closely with various networks outside and within the real estate community to look for off market properties that may fit your needs
10. Attend a Broker's Open House to view the other viable properties showcased by local real estate agents and their customers, to maximize opportunities
11. Speak with For-Sale-By-Owners to ask if they want to sell their home while keeping their anonymity
12. Create, print, assemble compelling marketing materials to hand deliver and/or mail to target customers to stimulate opportunities
13. Give Buyer an overview of current market conditions and projections
14. Make appts to show properties with the seller or Listing Agent
15. Show properties that fit your criteria while under the Buyer's Agency agreement
16. Communicate all questions to Listing Brokers when Buyer has questions or are interested in a home
17. Obtain and verify legal description
18. Verify legal name(s) of owner(s) in county's public property records
19. Download and review property tax information
20. Review current title information
21. Obtain copy of floor plans, if available
22. Identify Homeowner Association manager, if applicable
23. Verify Homeowner Association fees, if applicable
24. Verify security system, current term of service and whether owned or leased
25. Ascertain need for lead-based paint disclosure
26. Verify if property has rental units involved; if so, obtain copies of all leases, verify all rent and deposits
27. Assess seller's timing

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28. Assess seller's motivation
29. Prepare "Comparable Market Analysis" (CMA) to establish fair market value
30. Explain the use of the Seller's Property Disclosure Statement that will be presented to the buyer of the property. This will help avoid devastating setbacks and preserve the buyer's legal rights
31. Market analysis on the property you select to put an offer of purchase on
32. Negotiation to get you the best value that aligns with your housing goals
33. Obtain pre-approval letter on buyer from Loan Officer
34. Write an offer
35. Set up Home Warranty, if buyer chooses, to protect the house during it's listing period and for 12 months after the sale to reassure buyer of the quality of seller's house
36. Deliver copies of fully signed Offer to Purchase contract to Buyer
37. Deliver copies of Offer to Purchase contract to Listing Agent
38. Deliver copies of Offer to Purchase contract to lender
39. Provide copies of signed Offer to Purchase contract for office file
40. Provide copies of signed Offer to Purchase contract to Title and Escrow Agency
41. Confirm buyer's earnest money is deposited in the escrow account promptly
42. Ensure status in the MLS is "Sale Pending"
43. Broker will provide professional transaction management for improved communication and easy access to your file, value \$400
44. Work closely with the Escrow Team to ensure it is a good experience providing necessary information and reviewing all documents provided by escrow
45. Provide a time-line of expiration dates per purchase and sale and provide reminders of when things are to be complete
46. Order septic system inspection, if applicable
47. Receive and review septic system report and assess any possible impact on sale
48. Deliver copy of septic system inspection report to lender and Buyer
49. Coordinate sewer inspection, if required
50. Coordinate mold inspection ordered, if required
51. Coordinate and attend inspections This may include meeting with Contractors at the property for estimates and additional inspection. All additional inspection costs will be paid for by the Buyer
52. Handle contingencies, if any
53. Work closely with the Lender of your choice providing them with all real estate documentation and, communicating weekly with them for follow up
54. Review home inspector's report
55. Assist Buyer with identifying and negotiating with trustworthy contractors to perform any required repairs
56. Provide sold comparable MLS properties, when asked, by an appraiser
57. Follow-Up on Appraisal
58. Assist in solving any title problems (boundary disputes, easements, etc.)
59. Work with Listing agent in scheduling and conducting buyer's Final Walk-Thru prior to closing
60. Review closing documents carefully for errors
61. Arrange possession and transfer of the property (keys, warranties, garage door openers, community pool keys, mail box keys, educate new owners of garbage days/recycling, mail procedures etc.)

Best Choice Realty is the #1 fastest growing real estate brokerage in the Puget Sound.

You will benefit from the experience and contacts of the most professional, exceptional real estate agents!