



## This Checklist will help you step-by-step in buying a new home

As you prepare to buy a new home, appreciate the opportunity to assist you in one of life's most important events. My goal is to provide award-winning customer service and commitment to meet and exceed your expectations.

To help in buying your home, I have provided this handy checklist to guide you through the process from beginning to end.

Please ask me about any additional questions you might have and what to expect along the way.

SAW COMMISSION  
CUTTERS REALTY

67 Mead St.  
North Tonawanda, NY 14120  
Office: (716) 695-0005 Fax:  
(716) 535-1711

Property Address: \_\_\_\_\_

\_\_\_\_\_

Mortgage Broker: \_\_\_\_\_

\_\_\_\_\_

Attorney: \_\_\_\_\_

\_\_\_\_\_

Projected Closing Date: \_\_\_\_\_

# Home Buyers Checklist



"When you know  
what you're going to do,  
all obstacles disappear."

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## Finding the house

- Setup your Home Search to receive emails of houses
- Go through Buyers paperwork
- Get Pre-Qualified for your mortgage
- Get into the house for viewing
- Find the house you want to buy



## Buying the house

- Meet to write-up the contract
- Contract negotiations
- Attorney Approval of Contract
- Home Inspection
- Home inspection negotiations (if needed)
- Home Inspection Release signed  
& deposit check handed in



## Completing the sale

- Meeting with Mortgage Broker to apply for loan
- Home appraisal done by the bank
- Any home appraisal issues are resolved
- Mortgage Commitment is received
- Search & Survey on home being updated Pack  
everything up for the big move
- Transfer utilities into your name
- Attorneys give the clear to close
- Final walk-through
- Meet with attorney for closing & get keys Move  
into your New Home!

Started	Completed	Estimated time frame
<input type="checkbox"/>	<input type="checkbox"/>	20 minutes
<input type="checkbox"/>	<input type="checkbox"/>	30 minutes
<input type="checkbox"/>	<input type="checkbox"/>	20 minutes <i>(done before seeing house)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Usually 24-hour notice
<input type="checkbox"/>	<input type="checkbox"/>	As needed
<input type="checkbox"/>	<input type="checkbox"/>	30 minutes
<input type="checkbox"/>	<input type="checkbox"/>	1-3 days
<input type="checkbox"/>	<input type="checkbox"/>	24-hours after price & terms agreed
<input type="checkbox"/>	<input type="checkbox"/>	Within 5-7 days of attorney approval
<input type="checkbox"/>	<input type="checkbox"/>	1-3 days <i>(if needed)</i>
<input type="checkbox"/>	<input type="checkbox"/>	After satisfied home inspection
<input type="checkbox"/>	<input type="checkbox"/>	Within 5 days after home inspection
<input type="checkbox"/>	<input type="checkbox"/>	Within 2 weeks after home inspection
<input type="checkbox"/>	<input type="checkbox"/>	ASAP
<input type="checkbox"/>	<input type="checkbox"/>	Within 1 month after contract
<input type="checkbox"/>	<input type="checkbox"/>	2-3 weeks after loan commitment
<input type="checkbox"/>	<input type="checkbox"/>	As needed
<input type="checkbox"/>	<input type="checkbox"/>	3-5 days before closing
<input type="checkbox"/>	<input type="checkbox"/>	3-5 days before closing
<input type="checkbox"/>	<input type="checkbox"/>	Right after clear-to-close
<input type="checkbox"/>	<input type="checkbox"/>	On closing day
<input type="checkbox"/>	<input type="checkbox"/>	On closing day