

HOME BUYER GUIDE

The complete guide for helping you take
the first steps towards finding home.

Michelle Schmidt

REAL ESTATE AGENT



ABOUT ME

I am a licensed real estate agent in the state of Utah. I grew up in Sandy, and still live there with my husband and five children. I didn't branch out too far because I absolutely love living by the mountains. We spend a lot of time outdoors with our family and I have found Utah the perfect place to live for that. There is so much variety in this state.

Since I was a child driving around with my mom to their rental units collecting rent and dealing with problems it gave me an intrigue for real estate even at a young age. I have always studied the real estate market and now as an agent I am doing all of the continuing education that I can to stay up with this ever changing market right now. I hit the top 10 up and coming agents in the state of Utah in 2023. I completed 24 transactions both buy and sell in my first fifteen months as an agent so I got a quick crash course in to the Utah market and real estate. I am an agent that will dig in to the details, communicate effectively the whole process with you and work with the team all the way through the process to make sure nothing is missed, and that we close on time. I pride myself in clear communication throughout the process and staying up to date on the current market trends as to make the best offer. I work closely with numerous lenders and title companies to keep the process smooth from preapproval to settlement and you receiving a key to your new home. I have written this guide to help buyers whether they are looking to buy this week, next month or in the next few years. I want to make the process clear to everyone at all phases of buying. Buying begins early on with the prep required for saving, searching, life planning and improving your finances and your credit score to get you in the best position possible to buy. I would love to help you throughout the whole home buying process.



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CLIENT TESTIMONIALS

JOANNA GONZALEZ



I have worked with many real estate agents over the last twenty years as a large real estate investor. Not all have impressed me. Michelle was amazing! She was top notch, organized, always one step ahead of me in all of the details of the transaction. I was able to work with her on a few buys and sales of our homes and couldn't have been happier with the knowledge, dedication, dependability and follow through throughout each process. She will put you first as a client and make sure you have a successful process.

JULIANNA



So grateful that we found Michelle. She helped my parents sell their condo. She was kind, listened to their concerns and came up with solutions. She worked very hard to make sure the condo was well advertised. She helped with some staging of the condo to make it show better, held beautiful open houses with food and flowers, and just did a masterful job at her job. My parents were so pleased that she was taking care of all the details. She even went to HOA meetings to deal with some issues that had arisen with my parents. She went above and beyond in numerous areas like that and we are so grateful to her. Then she found us a perfect condo for my brother afterwards with the same expertise.

DANNY AND LEANNE GEORGE



Home buying is scary and overwhelming to say the least. There is so much to know and consider, and having an agent that cares about you is a must. That is what Michelle was for my family. She was so responsive and easy to work with. She made looking at homes fun and simplified the offering process that it didn't feel foreign at all. She wasn't pushy, she definitely looked out for our best interests. She knew the valley and areas so well. I was so grateful for her negotiating skills and we are so thrilled where we ended up. Without her help we would never have found our dream home. I would recommend Michelle 1000 times over to anyone looking to buy a home!

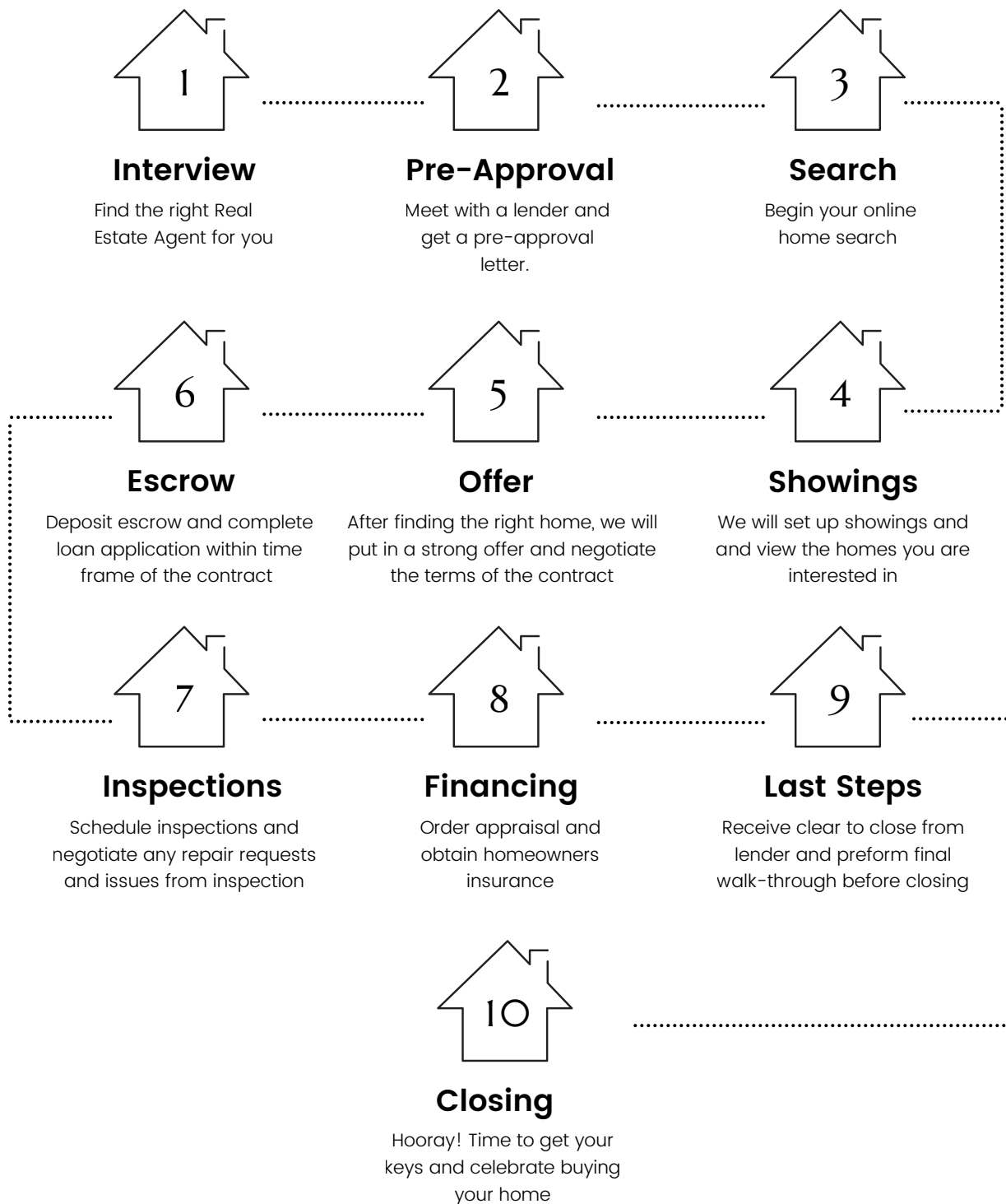
SCOTT AND MICHELLE SORENSON



Michelle was fantastic to work with both on the sale of our home and the purchase of our new home. She went above and beyond what realtors do to make the process as smooth as possible for us. She was responsive, attentive to details and helped us celebrate all the milestones along the way. Even after the transaction was completed she continued to follow up on a couple outstanding items to make sure everything was taken care of. She is amazing both personally and professionally and we'd work with her again and recommend her to friends and family.

THE BUYER ROADMAP

This is a brief summary of the timeline for purchasing your home. Remember, as your Real Estate Agent, I will be there to be sure you feel confident during each step of this process. Please know you can call or text at any time.



FINDING AN AGENT

THAT IS BEST SUITED TO YOU!

Buying a home is no small feat, and it's one of the biggest financial decisions of your life. When you're ready to buy, finding a real estate agent with the experience to guide you through the home-buying process is key.

Your agent will be working with your best interests in mind.



Listens To You And Prioritize Your Needs

When you're buying or selling a home, there is no one-size-fits-all solution – you need advice specific to your situation. The right agent will be attentive to your needs and try to come up with the best solutions for you.

Understands Your Local Real Estate Market

It's essential to have a realtor who's familiar with the local market where you're buying or selling. To develop a pricing strategy and allow them to move quickly.

Knows How To Negotiate

You need a realtor who can negotiate on your behalf. Someone who understands when to make concessions and when to push to get you the best deal.

Solves Problems Expeditiously

When you're buying or selling a home, it's only a matter of when a problem arises. You need a realtor who can respond quickly & come up with possible solutions.

Communicates With You Regularly

The right realtor has good communication skills and sets clear expectations as to how the process will work.



Review Your Finances

REVIEW YOUR CREDIT REPORT AND KNOW YOUR CREDIT SCORE

Start with your credit report. Do not skip this step. You should know exactly where you stand as most lenders and loan programs have minimum requirements that must be met. You may also see errors on your credit report that need to be addressed and/or disputed which may take time to correct. Be sure that when you apply for your mortgage loan, you will not have any surprises pertaining to your credit. Talk to me for a list of specific tips to help improve your credit score.

CREATE A REALISTIC BUDGET

Next, create a budget - a financial plan that helps track and control your spending and allows you to save money. A budget shows you exactly how much money you make and how you spend your money. It is very important to know what you are willing to pay for a monthly mortgage. You want to know your numbers before you get sold on a home outside of your price range then nothing else compares emotionally after that.

SAVE FOR DOWN PAYMENT AND CLOSING COSTS

For down payment, most loan programs allow a minimum of 3-5% down and some require none, such as government-backed programs offered by the VA and USDA. It is worth meeting with a lender even months before you think you are ready to move so you can talk about which loan options fit best for you.

For closing costs, expect to pay between 3-5% of the purchase price. These costs are incurred to facilitate the purchase transaction and include lender fees, title fees, recording fees, etc.



TIPS To Improve your Credit Score

CONTENT COMES FROM SCOT ASBELL'S 12 SECRETS TO IMPROVE YOUR CREDIT SCORE IN 37 DAYS OR LESS.

ITS A FANTASTIC BOOK IF YOU WANT MORE IN DEPTH CONTENT

1. **Secured credit can help you get a start to building credit**
2. **Payment History is 35% of your credit score. One 30 day late payment could drop your score from a 750 to 680 .**
3. **Make your revolving credit account payments early-always pay at least a little more than the minimum payment.**
4. **Outstanding debt is 30% of your score. So if your accounts have high balances and you are looking in to a loan it will affect your rate. Pay down any balances you are capable of before beginning loan process.**
5. **Improved utilization ratio will result in an immediate improvement in your score. In a perfect world you would try to get all revolving accounts under 30% utilization a month or two before pulling credit.**
6. **Avoid closing unused credit lines. Speak with a professional before doing so even if it is unused credit.**
7. **Length of credit history is 15% of your credit score.**
8. **Knowing the dates that creditors report to the bureaus can help you improve your score. You can call your credit card company and ask them for this information. Once you know that you absolutely want your balance paid in full by that day each month.**
9. **Use your revolving accounts at least once every six months. A credit mix makes up 10% of your score. For example, a mortgage, a car, and one or two credit cards all being paid on time will give you a good score over time.**
10. **Not all credit cards are considered to be equal quality. The register discount may hurt you in the long run. Banks, credit unions and national credit card options are best.**
11. **You can get a free credit report every four months**
12. **Interestingly enough if you have collections talk to a lender before starting to make payments on those if you are beginning the loan process. The system looks at the last date of activity so talk to a lender before making payments.**

Get a Pre-Approval

A pre-approval is **not** a commitment to lend; it is simply how much your lender is willing to lend to you - pending forthcoming details, such as the value of the home and the specifics of your loan. It allows you to look for a home with greater confidence and demonstrates to the seller that you are a serious buyer.

Pre-approval letters have an expiration date so be sure to ask your lender how long your letter will remain valid.

To get pre-approved, you'll complete your lender's loan application, providing them with important information about your credit, debts, work history, residential history, and down payment. This information helps your lender evaluate your "4 Cs" to determine how much you may be qualified to borrow.

The "4 Cs" refers to the four lending criteria lenders use to evaluate the strength of a loan:

- Capacity - Your current and future ability to make your payments. (Income)
- Capital - The money, savings and investments you have that can be sold quickly for cash. (Down payment and closing costs)
- Collateral - The home that you would like purchase and use as security for the loan
- Credit - Your history of paying bills and other debts on time

If your lender determines you qualify for a loan, you'll receive a pre-approval in writing that outlines the maximum amount you can borrow. **Remember, it's a maximum, and not necessarily the amount you should borrow.** You'll want to stay within your budget and comfort level. This is a process we really need to happen before we start looking for homes so you know the range to be looking in. Most lenders give you an amount your qualify for and not an estimate of what that would look like as a payment. Make sure to have them give you a ballpark of what your monthly payment would be. This is what really matters and needs to line up with your budget.



Your Credit Report

This is a record of money borrowed, history of repayment, and how much open credit is available to you. Lenders rely heavily on this information as it signifies your creditworthiness and the likelihood that you'll repay your mortgage. Your credit report details:

- A list of debts and a history of how you've paid them, including credit cards, car loans, and student loans.
- Any bills referred to a collection agency
- Public-record information such as tax liens and bankruptcies
- Inquiries made and if you were given credit based on your inquiry.

TYPES OF MORTGAGE LOANS

THERE ARE MANY OTHER LOAN OPTION TYPES THAT MEETING WITH A LENDER COULD SPECIFY WHAT YOUR BEST OPTION IS WHETHER IT IS FOR AN INVESTMENT TYPE PROPERTY, RENOVATION LOAN ETC.

	BEST FOR	WHO QUALIFIES
<p>FHA Federal Housing Administration</p>	<p>Borrowers with lower credit scores and a down payment less than 20%.</p>	<p>Anyone who meets the minimum credit and income levels</p>
<p>USDA U.S. Department of Agriculture</p>	<p>Income-qualified buyers in rural and some suburban areas who want a low or zero down payment.</p>	<p>Someone who is buying a home in a USDA rural area</p>
<p>VA Department of Veterans Affairs</p>	<p>Military-qualified borrowers who appreciate a low interest rate and no down payment minimum.</p>	<ul style="list-style-type: none"> - Veterans - Surviving Spouses - Nation Guard - People honourably discharged
<p>Adjustable-Rate</p>	<p>Home buyers who don't plan on having the mortgage for a long time, or who believe interest rates will be lower later</p>	<p>People who intend to hold the loan for a short time or expect to see a positive change in their income</p>
<p>Conventional Loan</p>	<p>If you have a strong credit score and can afford to make a sizable down payment</p>	<p>For people with a credit score of 620 or higher, reliable income, and at least 3% down payment</p>

FINANCES

Before you officially begin your home search, you always need to begin with talking to a lender and getting pre-approved. A lender will then be able to answer all of your questions regarding finances and give you a clear understanding of the exact price range you will be pre-approved for and an estimate of the expenses to expect.

Questions to ask when interviewing potential lenders...

- What is the best type of loan for me?
- Do I qualify for any special discounts or loan programs?
Every lender, bank, credit union, mortgage broker often have different loan options and incentives at different times.
- What interest rate can you offer?
- When can you lock in my rate?
- What fees can I expect from you?
- What are my estimated closing costs?



PART 2: FINANCES

There are many different factors that the lender will use to calculate your pre-approval. It's always best to be prepared, so here are a few of the documents you can begin to gather together and can expect to be requested:

Tax Returns



W-2 Forms



Pay Stubs



Bank Statements



List of Monthly Debt



MY RECOMMENDED LENDERS

Please feel free to reach out and interview some of the lenders that I know and trust.

KYLE KOLLER

UMORTGAGE



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ZACH AND SCOTT ASBELL- ASBELL MORTGAGE TEAM



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11440 N 900 W Mapleton, UT 84664
www.asbellteam.com

JOSH MCREAVY

ULTIMATE HOME LENDING



801-232-5173 Cell

josh@yourmortgageguy.org
www.yourmortgageguy.org

HOME SEARCH

As your Real Estate Agent, my number one goal is to help you achieve your own goal. I make it my priority to understand your situation when it comes to buying your home so we can accomplish your goals as a team.

STEP ONE

After you speak with a lender and get pre-approved, we will begin your online home search. Along with sending you homes, I will set you up on an automated search on the Multiple Listing Service (MLS). Please also feel free to reach out about any homes you see while driving or online and I will be happy to schedule a walk through.

STEP TWO

We will discuss your ideal price range, your must-haves list, deal breakers, location preferences, school districts, and all of the other factors that will help me to best help you during the home search period.

STEP THREE

When you decide you are interested in a home, we will schedule a showing to view the home in person. When looking at homes keep an open mind knowing that it is quite likely you will need to compromise somewhere. Focus on things you can't change like the size or location of home, not the paint color you dislike. If you decide it meets your criteria, we will write an offer for the home. When we get an accepted offer, you will now be Under Contract.





IMPORTANT INFO

What other factors will influence your decision? (School zones, distance to work, specific neighborhoods, etc.)



What features are important to you in your new home?

What are the must-haves in your new home?



What are the deal breakers in a new home?

Any specifics not mentioned above:

MUST HAVE HOME CHECKLIST

Place a check mark next to any amenity that you consider a must have on your next home.

KITCHEN

- Island
- Updated countertops
- Walk in Pantry
- Updated cabinets
- Breakfast nook
- Updated appliances

BATHROOMS

- Double Vanities
- Bathtub
- Updated bathroom
- Walk in shower
- Guest bathroom

MAIN LIVING AREA

- Walk-in closet
- Split floor plan
- Storage space
- Master on main floor

ADDITIONAL FEATURES

- Hardwood floors
- Fireplace
- Office
- Formal dining room
- Open floor plan
- Front porch
- Separate laundry area
- Parking space

Anything else _____

Buyer Tips

Do's

- ✓ Do check your credit report
- ✓ Do set a realistic budget
- ✓ Do get pre-approved for a home loan
- ✓ Do maintain your credit
- ✓ Do research the neighborhoods
- ✓ Do expect a final credit check before closing

Don'ts

- ✗ Don't make big purchases on credit
- ✗ Don't buy or lease a car
- ✗ Don't co-sign for someone's debt
- ✗ Don't quit or change jobs
- ✗ Don't make unusually large deposits



THE PROCESS OF **MAKING AN** *offer!*

OFFERS PRESENTED

TO THE SELLER COULD

ACCEPT



Your offer is accepted!
It's time to celebrate,
now we will move
ahead with any
conditions laid out in
the offer like home
inspections.

COUNTER



The seller may come
back with their own
counter offer. In this
case, we will review the
terms with you and
proceed to negotiate
until we reach an
agreement.

DECLINE



The seller may reject
your offer. We will ask
questions to discover
why and if there is
anything we can do to
make the offer more
appealing.

TIP!

You can negotiate back and forth as many times as needed until you reach an agreement or someone chooses to walk away.

YOUR OFFER IS ACCEPTED

Congrats

You will now sign the purchase agreement, then you are officially under contract! This period of time is called the contingency period. Now inspections, appraisals, or anything else built into your purchase agreement will take place. There are still options for backing out at this point throughout the due diligence and financing/appraisal period without any consequence.

OFFER AND NEGOTIATIONS

PART 2

Competitive Offer

A good rule of thumb, specifically in a seller's market, is to start strong. To do this we will assess the property's market value with a CMA and determine what it is worth in the current market.

Cash vs Loan

Paying in cash vs taking out a loan offers a faster closing timeline & fewer chances of issues arising, making it more appealing.

Shorter Closing Timeline

An offer with a shorter timeline for closing is generally more attractive to sellers.

Larger Deposit

A larger earnest money deposit presents a more serious offer.

Personal Connection

Include a letter to the sellers with your offer, letting them know why you love their home! To create an emotional connection making you stand out from the rest.



how much

TO OFFER

We will look at recent sales and current buyer activity in the area, as well as the value of the property in its current condition. Using this we can determine the best price that you would like to offer.

MORE OFFERS & NEGOTIATIONS

PART 4



MULTIPLE OFFER SITUATIONS

It's common in the current market to see homes go into multiple offer situations. This means that your offer is not the only offer on the table for the sellers. Here are some of my best tips to win a multiple offer situation. If we end up in this situation below are a few things to think about to help strengthen your offer.

- Submit your Pre-Approval letter with your offer
- Have your lender call the listing agent to share your Pre-Approval details
- Make a cash offer if at all possible
- Offer more than the asking price
- Be flexible with your closing date
- Add a personal letter and a photo of you and your family (sometimes they don't allow this)
- Offer a higher amount for the Escrow deposit so the seller knows that you are serious
- Keep your offer clean when it comes to contingencies and don't ask for any that are not a deal-breaker for you



ESCROW

Congrats! We are almost there. You will turn in your Escrow Deposit, we will get inspections scheduled, negotiate repairs, and move forward with your loan application. The entire process from contract to close typically takes between 30-45 days. It can be done as quickly as two weeks with simple financing or cash.



Get an Appraisal

Even if you've been pre-approved, you still need to take a few additional steps to officially submit the mortgage application. If you decide to apply for your loan with the same lender that did your pre-approval, they already have some of the documents you'll need for your application. Likely, you'll need to provide updated financial statements. If you decide to move forward with another lender, they will tell you the list of documents needed to complete your application.

Once you've selected your lender, an appraisal report will be ordered. **Your lender will hire the appraiser, so there's not much for you to do here.** (Your real estate agent should work with the seller's agent and the appraiser to schedule the appraisal).

Appraised Value?

If the appraisal matches your offer price: You should be clear to close.

If the appraisal comes in above your offer price: Even better! This means not only are you clear to close, but you're purchasing the home for a price below market value, giving you instant equity.

If the appraisal comes in low: Your lender won't approve the full loan amount, as in their eyes, you're overpaying for the property. You'll need to either make up the difference between the appraised value and the offer price in cash or try to re-negotiate the offer price with the seller. If you believe the appraisal was incorrect, you can try to request a new appraisal from your lender.



Inspection

Once your offer is accepted, the next step is to get the home inspected. The inspection is not a requirement, but is highly advised as it protects you from underlying issues with the home that you can't detect.

Home inspections give you the opportunity to have the home thoroughly examined by a professional before you spend your hard-earned money buying it. It can be well worth it for both peace of mind and the potential cost of trouble avoided. You can choose your own inspector and I can recommend several well-qualified home inspectors if you need assistance. This is something that is paid for by the buyer.

What can you expect from the inspection?

Your home inspector will climb atop the roof and crawl deep into the attic. Their job is to protect your investment and find any issues with the home, including:

- The roof
- Plumbing
- Electrical components
- Appliances
- Heating and air conditioning systems
- Radon
- Mold
- Ventilation
- Windows
- The fireplace and chimney
- The foundation

After inspection, your home inspector will provide you with a detailed report on the overall condition of the house, including outlining any issues and necessary or recommended repairs.

Having a home inspection contingency in your purchase contract is important because if any major issues are noted in the inspection report, you can renegotiate the sales price, require the seller to make repairs, or back out of the offer altogether. It is critical that we schedule inspections as soon as we are under contract. A typical inspection period lasts 10-15 days. It is easy to be overwhelmed at the inspection because they find every single little thing wrong with the house. We review it together and with the inspector and find what is most important to get taken care of or negotiate.



RECOMMENDED HOME INSPECTORS

Please feel free to reach out and interview some of the inspectors that I know and trust.

JARED FENN- FENN TEAM

PILLAR TO POST



(801) 318-4343 Cell

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Utah, Sanpete, Salt Lake Counties

LARSEN TEAM

PILLAR TO POST



(801) 875-8000 Cell

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RYAN LEMONE
INSPECTION

PRIME HOME



(801) 669-7375 Cell

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RYAN SULZ

DIRECT HOME INSPECTIONS



(801) 830-1923. Cell

directhi@outlook.com

RECOMMENDED TITLE AGENCIES

Please feel free to reach out and interview any of these title compaies and compare

BILL JOHNSON.

US TITLE



801-645-3796. Cell
801-779-7143. Office

teambill@ustitleutah.com
855 Heritage Park Blvd Suite 1 Layton, UT 84041

TAISHA OSTLER

TITLE ONE



(801)266-0606 Cell

dot.cards@taishaostler
taisha@titleone.net
9065 S 1300 E. Sandy, UT 84094

SHELLY FRY

HIGHLAND TITLE



HIGHLAND
TITLE AGENCY

(801)455-4784 Cell
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shelly@highlandtiitle.com
6622 South 1300 E Salt Lake City, UT 84121

VICTORIA WILLIAMS

CAPSTONE TITLE



(801)633-2861 Cell

2115 S Dallin Street. Salt Lake City, UT 84109

Packing & Moving

You're officially a homeowner! Now what? It's time to settle into your new home but do you hire movers or do it yourself? As you weigh your options, you'll want to consider both budget and logistics such as distance and time.

Estimate your costs

Professional moving companies have different prices so be sure to get at least three estimates from recommendations by friends, family or trustworthy consumer sites. You'll want to make sure the company is licensed and insured.

If you're thinking of moving yourself, consider the following costs:

- Rental truck (fees typically include the hours used and miles driven)
- Boxes and other moving materials
- Dolly, hand truck and moving straps
- Food, drinks, money or other things of value when asking friends to help

Sort and clear belongings

It would be nice to begin this new journey with a fresh start. Go through your belongings and purge what you don't need. This will lighten your load and cost you less when you move. You can donate your things and maybe get a tax deduction or sell them. Either way, it's one less thing to pack.

Pack and move

Start acquiring boxes way before your move so you don't have to pay for them at the last minute. Check out neighborhood online chat rooms for free packing material. Here's what you'll need:

- Boxes
- Packing paper
- Bubble wrap / plastic wrap
- Packing tape
- Moving blankets
- Tools/ screwdriver set
- Markers
- Paper towels
- Ziploc bags (to house furniture hardware)
- Scissors



PREPARING FOR CLOSING DAY

1

LOAN APPLICATION & APPRAISAL

You will typically have 3-5 days after the contract has been executed to make application for your loan with your lender. The appraisal will be ordered by your lender after we have made our way through the inspection period. If your contract is contingent on the appraisal, this means that if the appraisal comes back lower than the offer you made, we will have an opportunity to renegotiate the price once again or you will need to make up the difference. If the appraisal matches your offer price you should be clear to close. If the appraisal comes in above your offer price, even better! This means not only are you free to close, but you're purchasing the home for a price below market value which gives you instant equity.

2

HOME INSURANCE

You will need to obtain a Homeowner's Insurance Policy that will begin on the day of closing on your home. If you don't already have an insurance company you plan to work with, please feel free to reach out to me and I will be more than happy to provide you with a list of recommendations.

3

IMPORTANT REMINDER

As excited as you may be to begin shopping around for furniture and all of the things that help make a house a home, don't! Be very careful during this period not to make any major purchases, open new lines of credit, or change jobs. In doubt, be sure to call your Real Estate Agent or Lender as to what time frame during the process is okay to do this.

4

BEGIN CHANGE OF ADDRESS PROCESS

Follow my checklist in the back to start the process of changing your address towards the close of this process.

5

BEGIN CHANGE OF UTILITIES PROCESS

I will provide you with the details of your utilities during the process so you can transfer or create new accounts

6

CLEAR TO CLOSE

These words are music to our ears after a few week process! This means that the mortgage underwriter has approved your loan documents and we can confirm your closing date with the title company or attorney.

Final Walk-Through

You should do a final walkthrough in your new home before you close, even if you're 100% committed to the property. This time allows you to ensure that the seller has made any agreed upon repairs and has cleared out the property. You should also double-check the home's systems one last time to ensure they are in working order. If everything looks good, it's time for you to confidently move toward closing. You will go through the home with your realtor.



Close on Your Loan

Three days before closing, your lender is required to give you the Closing Disclosure (CD), which tells you what you need to pay at closing and summarizes your loan details. Once you've reviewed the CD, it's time to attend your closing. Bring a valid ID, a copy of your CD and proof of funds. You'll sign a settlement statement, which lists all costs related to the home sale, the mortgage note, and the mortgage deed of trust to secure the mortgage note. This is when you will also pay your down payment and closing costs. The title company will let you know where and how to wire the funds, or the amount for a check. Please double check for wire fraud before sending the funds.

After the closing finishes, you're officially a homeowner. You will have access to your home once the money has funded. This is most often the same day, but sometimes is not until the next day.

Congratulations! This is where the fun begins!

OK, SO... WHAT IS BUYER AGENCY?

DEFINITION

Buyer Agency refers to a legal relationship between a potential homebuyer (that's you) and a real estate agent or broker. In this relationship, the agent or broker (known as the Buyer's Agent) represents your interests during the home-buying process. .

AGENCY AGREEMENT:

Much like Listing Agreements are entered into with sellers, the relationship between a buyer and the buyer's agent is typically formalized through a Buyer Agency Agreement. This legal document outlines the duties and obligations of both the agent and you, the buyer. It includes details like the duration of the agreement, the geographic area for your home search, the type of property you're interested in, and details of the agent's compensation. Often people are tempted to call the listing agent, and there are times that is good, but remember their loyalty is already to the seller, so it often creates precarious situations where you won't be best represented.

With the new (2024) NAR regulations it is necessary that there is a signed agreement to view every property. This can be created for each property as to leave your options open with other agents, or signed per city, county or area for a certain amount of time. (For example 1 day, 3 mo, 6 mo or a year etc.) Agent compensation is no longer listed on the mls. So within the process it will be negotiated who is paying. Most often always the seller pays for both agents compensation. If they don't we will figure that out within the offer and purchase price.



**MICHELLE
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real estate



KEY RESPONSIBILITIES OF A BUYER'S AGENT



Fiduciary Duties: As your buyer's agent, I have fiduciary responsibilities to you. This means I must act in your best interests, with loyalty, confidentiality, and care. I prioritize your needs and work to ensure that you get the best possible outcome in your home-buying endeavor.

Property Search and Coordination: I not only assist in searching for properties that fit your criteria, but I also schedule and attend viewings, provide insights into the local real estate market, gather all available disclosures, and communicate with the various listing agents to help gather as much information as possible.

Expert Advice: I offer expertise in various areas such as market trends, neighborhood information, property values, financing incentives, and pricing strategies. I can also interpret complex real estate documents and contracts to ensure proper protections and safeguards are integrated for your specific situations.



Negotiation: Besides negotiating the price, terms, and conditions of the sale, I often strategize and negotiate several other aspects when writing offers for you. These can be crucial in making an offer more appealing to the seller or in ensuring that your interests are well-protected. Here's a rundown of these additional aspects:

- **Closing Date:** I may negotiate the closing date to align with your schedule or financial planning, including coordinating with your lease end, sale of your current home, or availability of funds.
- **Contingencies:** I negotiate crucial contingency clauses, including home inspection, financing, sale of current home, appraisal, and others.
- **Repairs and Credits:** Based on the home inspection, I may negotiate for repairs or credits to be made by the seller.
- **Inclusions and Exclusions:** Negotiating which fixtures or personal property are included or excluded from the sale.
- **Rent-Back Agreement:** If the seller needs more time to vacate, a rent-back agreement can be negotiated.
- **Closing Costs:** In some cases, I negotiate for the seller to pay a portion or all of your closing costs.
- **Warranty:** Requesting a home warranty paid for by the seller.
- **Escalation Clauses:** In a competitive market, I may add escalation clauses to automatically increase your offer.
- **Earnest Money:** Negotiating the amount of earnest money deposit to show the seriousness of your offer.
- **Title and Survey:** Ensuring clear title and negotiating who pays for title insurance and survey.
- **Closing Location and Time:** Sometimes, I can negotiate the location and time of the closing to make it more convenient for you.

Coordination of the Purchase Process: I coordinate the extensive purchase process, organize inspections, ensure deadlines are met, and act as the liaison with other professionals involved in the transaction like mortgage brokers, attorneys, insurance agents, title companies, and home inspectors.



BENEFITS TO YOU:

Representation: I ensure that your interests are represented in the transaction.

Access to Resources: I have access to extensive real estate listings, including many "off-market" properties.

Save Time and Stress: I handle the heavy lifting of the home-buying process, saving you time and reducing stress.

Negotiation Power: I have negotiation skills and experience critical in getting a favorable deal.

Guidance and Support: I guide you through every step, providing support and advice, particularly helpful for first-time buyers.

THINGS TO CONSIDER:

Exclusive vs. Non-Exclusive Agreements:

Agreements can be exclusive or non-exclusive; understand the terms before signing.

Commission: Understand how I am compensated, traditionally paid by the seller, but in some instances compensated by you.

Communication and Compatibility: Partnering with me, an agent you're comfortable with and who communicates well, is crucial in your home-buying journey. The buyer-agent relationship should be a trusted one. If I am not the right fit there are no hard feelings.



As a buyer's agent, my role in coordinating the purchase process is comprehensive and involves several key responsibilities:

Handling Paperwork and Managing Documentation:

I manage all the necessary paperwork and documentation involved in the purchase process. This includes drafting and reviewing addendums, amendments, disclosures, and ensuring all contract elements are correctly executed. My expertise lies in making sure that every document reflects your interests and needs accurately.

Timelines and Deadlines:

I meticulously track and adhere to all time frames and deadlines stipulated in the contract. It's my job to ensure that every step, from the offer submission to the closing, happens within the agreed-upon schedule. This includes prompt communication and follow-ups with all involved parties.

Guidance on Complex Legal

Contracts: I provide detailed guidance on the complexities of legal contracts involved in buying a home. My role is to demystify the legal jargon and ensure you understand the implications of what you're signing, protecting your rights and interests at every stage.

Coordinating Inspections: I coordinate various types of inspections necessary for your prospective home, including general home inspections, pest inspections, and any specialized assessments that may be required. It's crucial to identify any potential issues that could affect your decision or negotiation position. We will discuss with each property what we feel is necessary.

Review of Inspection Findings: After inspections, I review the findings with you, advising on the significance of each aspect. If there are issues, I strategize on the best course of action, whether it's negotiating repairs, asking for credits, or re-evaluating the offer.



Real Estate Terms

Real estate is full of jargon and chances are that you will come across terminology that is unfamiliar to you. This is understandable especially if you're a first time homebuyer. Nevertheless, a list of common real estate terms and easy to understand definitions have been outlined here for your reference as you move forward with your home purchase.



Annual Percentage Rate (APR):

The cost of a loan or other financing as an annual rate. The APR includes the interest rate, points, broker fees, and certain other credit charges a borrower is required to pay.

Appraisal

A professional analysis used to estimate the value of the property. This includes examples of sales of similar properties.

Bridge Loan

A short-term loan secured by the borrower's current home (which is usually for sale) that allows the proceeds to be used for building or closing on a new house before the current home is sold. Also known as a "swing loan."

Buydown

A way for a borrower to obtain a lower interest rate by paying discount points at closing.

Cap

For an adjustable-rate mortgage (ARM), a limitation on the amount the interest rate or mortgage payments may increase or decrease.

Closing

The process of completing a financial transaction. For mortgage loans, the process of signing mortgage documents, disbursing funds and transferring ownership of the property. In some jurisdictions, closing is referred to as "escrow," a process by which a buyer and seller deliver legal documents to a third party who completes the transaction in accordance with their instructions. See also Settlement.

Commitment Letter

A binding offer from your lender that includes the amount of the mortgage, the interest rate and repayment terms.

Concession

Something given up or agreed to in negotiating the sale of a house. For example, the sellers may agree to help pay for closing costs.



Contingency

A condition that must be met before a contract is legally binding. For example, home purchasers often include a home inspection contingency; the sales contract is not binding unless and until the purchaser has the home inspected.

Counter-offer

An offer made in response to a previous offer. For example, after the buyer presents their first offer, the seller may make a counter-offer with a slightly higher sale price.

Debt-to-income Ratio

The percentage of gross monthly income that goes toward paying your monthly housing expense, alimony, child support, car payments, and other debts.

Deed

The legal document transferring ownership or title to a property.

Discount Point

A fee paid by the borrower at closing to reduce the interest rate. A point equals one percent of the loan amount.

Down Payment

A portion of the purchase price, usually between 3-20%, not borrowed and paid up front in cash. Some loans are offered with zero down-payment.

Earnest Money Deposit

The deposit to show that you are committed to buying the home. The deposit usually will not be refunded to you after the seller accepts your offer, unless one of the sales contract contingencies is not fulfilled.

Escrow

An item of value, money, or documents deposited with a third party to be delivered upon the fulfillment of a condition. For example, the deposit of funds by a borrower to pay taxes and insurance premiums when they become due.



Gift Letter

A letter that a family member writes stating that s/he has given you a certain amount of money as a gift and that you don't have to repay it. You can use this money towards a portion of your down payment.

Homeowner's Insurance

A policy that protects you and the lender from fire or flood, which damages the structure of the house; a liability, such as an injury to a visitor; or damage to your personal property.

Homeowner's Warranty

Insurance offered by a seller that covers certain home repairs and fixtures for a specified period of time.

Homeowner's Association

An organization of homeowners residing within a particular area whose principal purpose is to ensure the provision and maintenance of community facilities and services for the common benefit of the residents.

Loan Origination

The process by which a loan is made, which may include taking a loan application, processing and underwriting the application, and closing the loan.

Loan-to-Value (LTV) Ratio:

The relationship between the loan amount and the value of the property, expressed as a percentage. For example, a \$100,000 home with an \$80,000 mortgage has an LTV of 80 percent.

Lock-In Rate

A written agreement guaranteeing a specific interest rate for a certain amount of time. Also called "rate lock."

Mortgage Insurance (MI)

Insurance that protects lenders against losses caused by a borrower's default on a mortgage loan. MI is typically required if the borrower's down payment is less than 20 percent of the purchase price.



“ *The major fortunes in America
have been made in land.*

- John D. Rockefeller

Origination Fee

A fee paid to a lender or broker to cover the administrative costs of processing a loan application.

PITI

An acronym for the four primary components of a monthly mortgage payment - principal, interest, taxes, and insurance.

Principal

The amount of a loan that has not yet been repaid to the lender. This does not include the interest paid to borrower the money.

Ratified Sales Contract

A contract that shows both buyer and seller have agreed to the offer. This offer may include sales contingencies.

Settlement

The process of completing a loan transaction at which time the mortgage documents are signed and recorded, funds are disbursed and the property is transferred to the buyer.

Termite Inspection

An inspection to determine whether a property has termite infestation or termite damage. In many parts of the country, a home must be inspected for termites before it can be sold.

Title

The right to and the ownership of property. A title or deed is used as proof of ownership.

Title Insurance

Insurance that protects lenders and homeowners against legal problems with the title.

Walk-Through

A common clause in the sales contract that allows the buyer to examine the property before closing.

More Notes:

More Notes:



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Before Closing

CHECKLIST FOR HOME BUYERS



RESOLVE CONTINGENCIES

The initial Offer to Purchase will have contingencies that need to be met before the transaction is finalized or closed. The most common contingencies are: home inspection, appraisal, and financing.



CHANGE OF ADDRESS

Obtain change of address forms from your local post office. You can also arrange for your mail to be forwarded to your new home. Make sure to notify work, school, bank, etc. of your new address.



TRANSFER UTILITIES

Arrange for your electric, gas, water, phone, internet, etc. to be turned on, transferred, or installed on the day of possession, or immediately after.



MOVING SERVICES

Schedule a moving truck or moving services on the day of moving in.



GET FINAL MORTGAGE APPROVAL

You will go through the underwriting process, where your credit score and finances will be reviewed to ensure that it has remained the same since you were pre-approved for the loan.



CLEAR THE PROPERTY TITLE

As part of the closing process, your mortgage lender will require a title search, and you'll need to purchase title insurance to protect you from legal claims to the house.



GET NEW HOMEOWNER INSURANCE

All lenders require that buyers purchase homeowners insurance. This insurance protects the lender from a loss if the home is damaged or destroyed. It is recommended to have coverage equal to your property value and personal belongings replacement cost.



CONDUCT A FINAL WALK-THROUGH OF THE HOME

The final walk-through usually occurs in the 24 hours before the closing and allows the buyer to confirm that the condition of the property has not changed since the Offer was accepted. Take your time to verify all repairs and that all items included in the Offer to Purchase are correct.



REVIEW THE CLOSING DISCLOSURES

This official document outlines your exact mortgage payments, the loan's terms, and additional fees related to the closing. The buyer must sign the CD prior to closing to ensure there are no issues.



REMEMBER TO BRING THE FOLLOWING FOR CLOSING:

Bring proof of homeowner's insurance, a copy of the contract with the seller, home inspection report, any paperwork the bank required to approve your loan, and a government-issued photo ID.

Moving Checklist

Moving can be a very busy and hectic time. Use this checklist to make sure you don't forget anything during your move to your new home.

2-3 WEEKS BEFORE YOU MOVE

- Buy boxes and other moving supplies
- Make any necessary travel arrangements or reservations
- Notify your children's old school & register at their new school
- Contact your local post office to forward your mail to your new address
- Donate or give away unwanted items
- Transfer your insurance so you will be covered at your new home
- Make a list of everything that needs to be moved
- Get copies of all medical, dental and veterinary records

1-2 WEEKS BEFORE YOU MOVE

- Complete any necessary repairs
- Pack each room and label all boxes as to what's in them
- Notify utility companies with the moving date to stop services & get final meter readings
- Pack a suitcase or a small bag with the clothes and personal items you need for the next few days
- Confirm moving/travel arrangements
- Safely dispose any flammable materials
- Assemble all necessary documents for the new owner
- Arrange for any major appliances to be moved (if you will be taking them with you)
- Plan meals to eat up everything in the refrigerator
- Collect all keys to hand over to the real estate agent

MOVING DAY

- Dispose of all trash & finish cleaning
- Double check that all cabinets, closets and dishwashers are empty
- Give movers any special instructions that may be needed
- Pack your bedding linens, toiletries, etc.
- Keep your paperwork where you can find it
- Do a final walk-through to check every room to ensure no items were left behind

MICHELLE SCHMIDT.

REAL ESTATE AGENT



801-674-6554



michelle@ivieavenue.com

Change of Address

CHECKLIST

HOME SERVICES

- | | | |
|--|---|---|
| <input type="checkbox"/> Gas Company | <input type="checkbox"/> Internet Service | <input type="checkbox"/> Lawncare Service |
| <input type="checkbox"/> Electrical Company | <input type="checkbox"/> Cable Provider | <input type="checkbox"/> Cleaning Service |
| <input type="checkbox"/> Water & Sewer Company | <input type="checkbox"/> Telephone/Cell Service | <input type="checkbox"/> Pool Maintenance |

FINANCES

- Bank/Credit Union
- Loan Companies
- Credit Card Companies
- Student Loans
- Financial Aid

INSURANCE

- Health Insurance
- Dental Insurance
- Life Insurance
- Homeowners/Renters Insurance
- Car Insurance

MEMBERSHIPS

- Gym Membership
- Club Membership (Costco)
- Any online subscriptions where address is necessary

PROFESSIONAL SERVICES

- | | | |
|---|---|--|
| <input type="checkbox"/> Doctor/Pediatrician Office | <input type="checkbox"/> Veterinarian | <input type="checkbox"/> Finance Planner |
| <input type="checkbox"/> Dental Office | <input type="checkbox"/> Therapist or Counselor | <input type="checkbox"/> Attorney |
| <input type="checkbox"/> Pharmacy | <input type="checkbox"/> Insurance Agent | <input type="checkbox"/> |

COMMUNITY CONTACTS

- | | | |
|--|---|---|
| <input type="checkbox"/> School, PTA, Extracurricular | <input type="checkbox"/> Employers | <input type="checkbox"/> Daycare Facilities |
| <input type="checkbox"/> Religious Institutions (Church) | <input type="checkbox"/> Charitable Organizations | <input type="checkbox"/> Alumni Organizations |
| | <input type="checkbox"/> Pet Groomer | <input type="checkbox"/> Community Groups |

GOVERNMENT AGENCIES

- | | |
|---|---|
| <input type="checkbox"/> Mail Forwarding | <input type="checkbox"/> Business License Office |
| <input type="checkbox"/> Internal Revenue Service | <input type="checkbox"/> Social Security Administration |
| <input type="checkbox"/> Department of Motor Vehicles | <input type="checkbox"/> State Department of Taxation |
| <input type="checkbox"/> Voter Registration | <input type="checkbox"/> Local/County Tax Commissioner |



HOME
sweet
HOME

AS YOUR BUYERS
AGENT HERE ARE SOME
ADDED SERVICES I
PROVIDE AT CLOSING,
ON TOP OF
MY BEING AVAILABLE
TO YOU WHENEVER
NEEDED THROUGHOUT
THE ENTIRE PROCESS

***House cleaning upon
move in or within the
first 3 months**

***Window cleaning
services one time in the
first 6 months upon
moving in**

***Family Photography
session to fill your new
bare walls.**

***Complimentary
moving box and bag kit**