

# Home Buying Process Overview

Time	Buyer Activity	Seller Activity
	Choose a REALTOR Sign agency disclosure	Choose a REALTOR Sign agency disclosure Sign a listing agreement
<b>Pre-Contract</b>	<u>Optional Activities</u> ■ Contact a lender/loan broker for pre-qualification or pre-approval ■ Identify source of down payment and closing cost	<u>Optional Activities</u> ■ Order preliminary report, disclosures reports ■ Complete TDS, lead and other disclosures ■ Get termite inspection ■ Get house pre-inspection
<b>Acceptance</b>	■ Sign offer, any counter offers ■ Give deposit to Broker	■ Sign Acceptance, any counter offers
<b>After Acceptance</b>		■ Order seller-paid reports or inspections ■ Order prelim (if not done at time of listing or if title company changes)
As Soon As Possible		
3 Days	■ Give deposit to escrow	■ If buyer does not perform, seller can give notice ■ If applicable, order HOA disclosures
7 Days	■ Give pre-qualification or pre-approval letter ■ Verify down payment and closing cost, and, if all cash, sufficient funds to close	■ If buyer does not perform, seller can give notice ■ If applicable, disclose if condo or planned development ■ Deliver seller disclosures, reports and inspections (TDS, Natural Hazards, Preliminary Report, Seller-paid reports, etc.)
7-17 Days	■ Conduct inspections, review reports, request repairs, etc.	
17 Days	■ In writing, remove contingencies or cancel ■ Return signed disclosures	■ If buyer does not perform, seller can give notice or allow contingency to continue ■ If buyer does not, seller can give notice to perform
As Soon As Possible		■ Deliver HOA disclosures
1-5 Days After Delivery	■ Review HOA disclosures & Sign closing disclosure	
5 Days After Delivery	■ In writing, remove contingencies for common interest disclosures or cancel	■ If buyer does not perform, seller can give notice
5 Days BEFORE Close of Escrow	■ Verify condition of property ■ Sign loan documents	■ Deliver deed ■ Escrow closes & you will receive the proceeds from the sale
Close of Escrow	■ Pay remaining amount of purchase price to escrow ■ Escrow closes & you receive title to your new home	■ If applicable, tenant occupied property to be vacant

