



## **The YogaBug Buyer Experience: What We Do For You**

1. Initial Meeting: discuss goals, desires, neighborhoods, house criteria, market conditions, timelines
2. Review and Discuss Buyer's Representation Agreement
3. Perform Initial Property Search Based on Your Discussed Criteria
4. Set up RMLS Search for Automated Listings
5. Share Your Needs to Inter-Office and Other-Office Agents and Monitor Upcoming Listings
6. Alert You of Any Possible Property Matches
7. Alert You of Open Houses if Interested
8. Schedule Showings: Map Properties and Make Appointment with Sellers
9. Show Properties
10. Point Out Features of Property (condition, features, neighborhood, schools etc.) of Importance to You
11. Help You Locate Property They are Interested in Writing an Offer On
12. Inquire with Listing Agents if Other Offers are Present and Discuss Any Offer Deadlines and Seller Circumstances/Preferences
13. Research Relevant Comparables for Chosen Property to Assist You in Evaluating Offer Price
14. Discuss Terms of the Offer with You Including: price, earnest money, closing costs, appliance, closing, possession etc.
15. Help You Craft Compelling Offer in Line with Their Goals
16. Explain Sales Agreement and Supporting Documents to You
17. Obtain Your Pre Approval Letter from Lender
18. Present Offer to Seller Communicating Your Strength as A Buyer
19. Present any Counter Offers/Terms and Counsel You Regarding Responses: Present Counter Offers to Seller
20. If Mutual Acceptance is Reached, Open Escrow
21. Provide a Transaction Timeline including: inspections, earnest money deposit deadline, closing etc.
22. Provide Names and Contact Info for Inspectors
23. Coordinate Applicable Inspections (General, Radon, Sewer, Tank Search, Well, Septic)
24. Send Signed Sales Agreement to Lender
25. Deposit Earnest Money Check or Get Wiring Info to Deposit Earnest Money

# YOGABUG REAL ESTATE



26. Review Seller Disclosures/Present Disclosures to Buyer and Collect Signatures and Return to Seller- Answer any questions regarding disclosures
27. Review Preliminary Title Report
28. Attend Inspections
29. Collect Repair Bids if Necessary
30. Meet with You to Discuss Inspection Results and Any Requested Repairs
31. Write Buyers Repair Addendum and/or Credit Addendum and Present to Seller with Any Attached Repair Bids if Applicable
32. Negotiate Repairs/Credits to Remove Inspection Contingency.
33. Provide Lender with All Necessary Addendums.
34. Inform Lender when to Order Appraisal
35. Meet Appraiser at Property with Comparables
36. Provide a List of Utility Information
37. Order Home Warranty if Applicable
38. Monitor Loan Process
39. Collect Receipts for Repairs by Seller and Provide to You & Lender if Applicable
40. Do Final Walk Through to Determine Condition of Property Prior to Closing.
41. Communicate with Escrow Regarding Client's Signing Appointment (consummation)
42. Attend Consummation.
43. Deliver Keys!
44. Remind Listing Agent to Remove Sign and Lockbox.
45. Celebrate Closing On Your New Home!!!
46. Serve as a Resource of Information and Support after Closing.
47. Email all Transaction Related Documents