

# Buyer Client Services

Private Consultation to assess your needs

Comprehensive home buyers guide

Market statistics relative to your interests

Our personalized service guarantee

Explanation of legal documents/forms

Assist with pre-approval for financing

Set up a personal website for your property search

Locate suitable properties for you to view

Preview appropriate properties/HD video tours if permitted or Skype real time viewing for out of town clients

Search MLS and FSBO websites

Canvass areas of interest to generate opportunities for you

Research future development in desired areas

Meet with colleagues weekly to keep attune to new listings which may interest you

Coordinate appointments to view properties with you (24hrs notice recommended)

Strategic tour of city, community and amenities if you are new to City

Pick up keys if required to view/preview properties

Provide transportation to view properties (including adequate liability insurance)

Provide detailed description of each property and point out positive & negative attributes during viewings

Re-assessment of your needs every 30 days

Obtain utility and energy costs on prospective homes

Provide history of area and land use/terrain prior to development if available

Provide demographic, employment and economic development information for the City/Town of interest

Confirm legal status of second suits and obtain all necessary documentation of same

Consult with ESA, EPA, TSSA, Fire Department, Municipalities, other Associations and applicable legislation as required to protect your interests

Verification of pertinent details of prospective properties (property tax, utilities etc.)

Provide history of subject property prior to drafting an agreement

Conduct market data research to prepare accurate representation of the market/conditions prior to drafting an offer

Prepare a thorough analysis of value prior to drafting agreement of purchase and sale

Teranet Search of selected properties and the supply of an in depth report on neighbourhood including; assessment, demographics, dominant market group, neighbourhood sales index, population, households, socio-economic stats

Advise and consultation on structuring offer based on circumstances \*ie. Multiple Offer/Estate Sale/Power of Sale\*

Draft agreement of purchase and sale and applicable schedules (as often as required to secure a property that meets your needs)

Ensure all proper contingencies are in place to protect and promote your interests (ie. Fixture & Chattel protection, disclosure statements, surveys...)

Check with zoning, building codes, building permits (Township or City) to verify standards and continued use permits as required

Present offer to the seller and/or the seller representative in person wherever possible on your behalf

\*not all services may be necessary or available for your particular transaction – this list is not all encompassing – it serves to illustrate **some** of the complexities that may be involved in a Real Estate Transaction for which we will be accountable and responsible for. There may be additional services that your transaction requires that are “in addition” to this list. If you are on a contingency fee plan, those services will be included – if you are paying fees + disbursements, you will be advised in advance of the work being performed and additional retainer fees may be required prior to the commencement of the work. Services are exclusively available to the Buyer Clients of Jean Pearson and may not be available with other associates within the Brokerage.

# Buyer Client Services

Maneuver with the self-represented seller on your behalf to secure your best interests (\*often labour intensive and elevated professional risk)

Negotiate counter offers until final acceptance

Coordinate home inspection

Attendance at home inspection

Re-Negotiate (if required) to amend agreement and/or terms to satisfy deficiencies after home inspection

Draft/Revise/Review/Analyze Waivers, Notice of Fulfillments, amendments and other legal paperwork associated with purchase and sale agreement(s)

Follow up with conditions/terms in the agreement; draft all related paperwork

Coordinate and assist with other specialists on your behalf as may be required (ie. Well & septic inspectors, rodent/pest inspectors, home insurance companies, financial institutions, energy audits, air quality tests, UFFI, Radon Gas, Fuel Oil tank removal and/or testing etc.)

Forward all legal paperwork to Lawyer and Lender on your behalf

Take up to 3 water samples on your behalf

Submit paperwork to the Public Health Unit on your behalf to obtain results

Forward results of all applicable tests, inspections or required documentation to fulfil contingencies to you, your lawyer and your lender within the time limits required

Order status certificate if required and forward to lawyer, follow up with same until condition satisfied

Obtain survey if available

Accept and deliver deposit cheque and receipt

Manage file from acceptance to completion

Arrange final walk through prior to closing

Attendance at final walk through

Trouble shooting if any issues arise at final walk through

Alert lawyer on your behalf if holdbacks are warranted, or re-negotiate if terms have not been met in the agreement

Access to team of professionals such as; home inspectors, engineers, trades, contractors, lawyers etc.

Referral to a Realtor in most Cities across Canada & US if you require a referral to sell your home

Letters/Faxes/Couriers to your lawyer, lender and other professionals relating to purchase

Long distance telephone and fax charges

Cellular phone charges and toll free calling

Available on Closing Day

Post-closing follow up

Negotiate issues on your behalf after closing

Carry professional liability insurance (Errors & Omissions)

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