



Buyer's

PACKET



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Buyer's QUESTIONNAIRE

While no home is ever truly perfect, the right one can feel just right. With your insight, I'll work diligently to get as close as possible to your vision — balancing your priorities with smart, strategic options. Please take a moment to complete the questions below. Your responses will help me streamline your search, curate properties that match your lifestyle, and save you valuable time. If there's anything not covered, feel free to add additional details at the end.



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GENERAL QUESTIONS

Where do you want to buy property? _____

Is there any specific part of the city/area that your prefer? _____

Is there a specific school or school district you'd prefer to live in/near? _____

If yes, which school district(s)? _____

Do you have pets? Yes No What kind, and how many? _____

Have you bought or sold a home in the past? Yes No If yes, how long ago and where? _____

If yes, how long ago and where? _____

Do you need to sell a property before you can purchase another? Yes No On Market

Are you currently in a lease? Yes No If yes, when does it expire? _____

How soon do you want/need to be in a new home? _____

Are you interested in a new home, a resale home, or both? New Resale Both

Do you or any members of your family have any disabilities, conditions, or other circumstances that would require specific home features? Yes No

If yes, which features do you or your family members require? _____

FINANCING & PRICING

Have you arranged financing yet? Yes No Do you need assistance in locating financing? Yes No

Have you been pre-qualified, pre-approved, or otherwise informed as to what your maximum purchase amount is? Yes No

Do you have enough funds in your account to cover earnest money (Typically 1 percent of the purchase price)? Yes No

If yes, what amount have you been pre-qualified / pre-approved for? _____

If yes, will your financial company issue a pre-qualified/pre-approval letter? Yes No

What monthly payment range would you feel comfortable with? _____ Will you require down payment assistance? Yes No

YOUR NEW HOME

What style of home would you prefer? _____

Are stairs acceptable? Yes No Is a primary bathroom important? Yes No

If yes, which style would you prefer? 1/2 bath 3/4 bath Full 5 piece

What square footage do you prefer? 1,000-2,000 2,000-3,000 3,000+

Do you want a basement? Yes No If yes, which style? Unfinished Walk-Out

Is air conditioning important? Yes No Partially Finished Totally Finished

Open floor plan? Yes No No Pref. Formal dining room? Yes No No Pref.

Sprinkler system? Yes No No Pref. Do you want a garage? Yes No No Pref.

YOUR NEW HOME

CONTINUED

If yes, how many garage spaces? _____ Heated garage? Yes No No.Pref

What size lot would you prefer? Small Medium Large Specific Acreage

Is mature landscaping important to you? Yes No No.Pref An office or study? Yes No No.Pref

Patio/deck? Yes No No.Pref Pool? Yes No No.Pref

of Bedrooms _____

of Bathrooms _____

Is a guarded gate important to you? Yes No No.Pref

Are there any other specific features that were not addressed in this questionnaire that you would like to be factored into your property search? _____

Are you currently working with another real estate agent? Yes No

Are you in an Exclusive Buyer Agency Contract with another agent? Yes No

CONTACT INFORMATION

Name _____

Address _____

Daytime Phone _____ Evening Phone _____

Mobile Phone _____

Email _____

Real Estate

TERMINOLOGY



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COMMON TERMS

ADJUSTABLE RATE MORTGAGE

The interest rate is tied to a financial index making the monthly mortgage payment go up or down over time.

ANNUAL PERCENTAGE RATE (APR)

The percentage of interest that will be charged on a home loan.

APPRAISAL

A report highlighting the estimated value of the property completed by a qualified 3rd party. This is typically done for the benefit of the buyer or the buyer's lender to ensure the property is worth the purchase price.

ASSOCIATION FEE/HOA FEE

In addition to a mortgage, certain housing communities such as townhomes have a monthly fee associated with maintaining the common areas & amenities

BALLOON MORTGAGE

A long-term mortgage loan that starts small but has a large payment due at maturity

CLOSING

When the new title of the property is officially recorded by the Country Recorder's Office and ownership of the property transfers to the new buyer

CLOSING COSTS

The buyer and seller have expenses associated with the transaction other than that of the actual cost of the home. For example, the buyer has a variety of fees due for obtaining a new loan and the seller must pay commission to both agents.

CLOSING DISCLOSURE

A form that provides the final details about the mortgage loan, it includes loan terms, projected monthly payment, and how much the extra fees will be.

COLLATERAL

Something of value (in this case your home) that is held to ensure repayment of a mortgage or loan.

COMMON TERMS CONT.

COMPARABLES	Homes in the area of the interest that have recently sold that have similar features.
CONTINGENCIES	Conditions which must be met in order to close. Contingencies are typically tied to a date, referred to as a deadline. If the contingency is not satisfied, the contract may be canceled.
COUNTER OFFER	The response from the seller in regard to an offer.
DEBT TO INCOME RATIO	A lender will evaluate whether a borrower's income is large enough to handle their payments on existing debts plus their new mortgage payments.
DOWN PAYMENT	A percent of the cost of the property that is paid up front as a part of the mortgage.
EARNEST MONEY	The deposit made from the buyer to the seller when submitting an offer. This deposit is typically held in trust by a third party. Upon closing, the money will generally be applied to the down payment or closing costs.
ESCROW	This item has multiple meanings; earnest money is typically held by a third party until closing in "escrow". It can also be referred to as the time period from when the contract is written and accepted by the seller to when the home sale actually closes.
EQUITY	The difference in the market value of a home versus what is owed on the house.
FHA	A mortgage that is financed through a private lender and insured by the Federal Housing Administration, often requiring a lower down payment and income to qualify.
FIXED RATE	The interest rate will remain the same for the entire life of the mortgage.
HOME EQUITY LINE OF CREDIT	A loan or line of credit that your lender may offer using the equity in your home as collateral.
HOME INSPECTION	The process in which a professional inspects the seller's home for issues that may not be really apparent, and then creates a report for the buyer to review.
HOME PROTECTION PLAN	A one-year service that covers the cost of repairs or replacements to items covered in the plan (such as stoves, dishwashers, A/C, heaters, etc).
HYBRID	A loan that starts with a fixed rate period, then converts to an adjusted rate.

COMMON TERMS CONT.

MORTGAGE INSURANCE

Insurance written in connection with a mortgage loan that protects the lender in the event the borrower cannot repay their loan. This is usually not required if the borrower has 20 percent or more for the down payment.

MORTGAGE NOTE

A promise to pay a sum of money at a standard interest rate during a specific term that is secured by a mortgage.

MULTIPLE LISTING SERVICE (MLS)

The national list of real estate properties that are available for sale. These are the most reliable sources to receive up-to-date listing information.

PRE-APPROVAL

The process in which a lender makes an initial evaluation of how much money a buyer might be qualified to borrow based on the preliminary financial information provided. This gives the seller more confidence in the buyer's ability to close escrow, but is not a guarantee that the loan will be approved.

PRINCIPAL

The underlying amount of the loan which is actually borrowed.

PROPERTY TAXES

These are the taxes that are enforced by the city, town, county, and state government entities. Sometimes they are included in the total monthly mortgage payment paid to the lender and sometimes they are paid directly by the homeowner.

REO

Real estate owned properties or foreclosed properties currently owned by a financial institution such as the bank that made the loan to the previous owner.

REVERSE MORTGAGE

This is specifically for seniors and it allows them to convert the equity in their home into cash.

SHORT SALE

A situation when the seller's lender is willing to accept an offer and allows the sale to be completed for an amount less than the mortgage amount owed by the seller.

TITLE

A legal document providing current and proper ownership of the property. Also referred to as a Title Deed, this document highlights the history of property ownership & transfers.

UNDERWRITING

The process in which the potential home buyer is evaluated for their financial ability to obtain and repay a loan. This normally includes a credit check and an appraisal of the property.

VA LOAN

Special no down payment loans that are available to Americans who have served in the Armed Forces. These loans are issued by private lenders and are guaranteed by the Department of Veteran Affairs.

Home Buying

R O A D M A P

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MEET WITH A REAL ESTATE PROFESSIONAL

1

Discuss the type of home and ideal features you're looking for.

GET PRE-APPROVED

2

You will need pay stubs, W2s, and bank statements to know what you can afford.

SEARCH FOR HOMES

3

Now for the fun part! Your agent will schedule showings and help you find the perfect home.

ADVANCED SEARCH

4

Your real estate professional has tools and systems to ensure you see every available home that meets your criteria.

ATTEND HOME SHOWINGS

5

Go prepared and be ready to keep track of likes and dislikes during your showing.

MAKE AN OFFER

6

Your agent will prepare your offer, and quickly if it's a low inventory market based on the price and terms you choose.

NEGOTIATION & CONTRACT

7

It may take a few tries to get it just right, but hang in there. You're on your way!

THE CONTRACT

8

This will provide an estimate of the home's current market value, a timeline to obtain financing, & time to schedule an appraisal.

UNDER CONTRACT OR

9

You and the seller have agreed to price and terms. The home is held for you until closing.

FINAL DETAILS IN ESCROW

10

Perform due diligence, order the appraisal, conduct an inspection, and review terms with the lender.

PREPARING FOR CLOSING

11

Finalize your loan, review documents, discuss the inspection, and attend a pre-closing walkthrough.

CLOSING

12

Transfer of funds and ownership take place as the closing is facilitated by a title company or an attorney.



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This is not intended to solicit a currently listed home. Information is deemed reliable, but not guaranteed.

Property Address _____

House Hunting

CHECKLIST

Price _____

of Bedrooms _____ # of Bathrooms _____

Total Sq. Ft. _____

First Impression: Dislike Like Love

THE HOME			
Exterior Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floorplan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dining Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laundry Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Primary Bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Primary Bathroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extra Bedroom(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extra Bathroom(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garage Size	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lot	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

THE FEATURES			
Kitchen Appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laundry Appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fireplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio/Balcony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A/C & Heating System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Does this house make the short list? Yes No
 Maybe

ADDITIONAL NOTES _____

NOTES ABOUT THE NEIGHBORHOOD

Appearance _____

Traffic _____

Security / Safety _____

Close to: Work Schools Transportation Recreation Parks Restaurants

OVERALL RATING **1** **2** **3** **4** **5**