

Buyer's Kit

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Your Home, Your Perspective, Your Realtor

Company Resume of Royal LePage Scharf Realty



For years our company has been highly respected in your community by offering professional service to all of its customers.

Our dedicated Real Estate Professionals working together make a powerful sales force.

The outstanding performance of our office is based on the commitment of our individual representatives. Many companies have tried to imitate our success, but you just can't duplicate our people.

I am committed to serving you with honesty and integrity. I stand committed to these ideals because I'm not in it for the fast sale, I want you to be our customer FOR LIFE!

Benefits:

- Strategically located close to lenders and additional services
- Over 60 licensed realtors are employed by Royal Le Page Scharf Realty
- From beginning to end, every transaction is handled in a logical and systematic process



No matter where you find homes that you are attracted to....

- In a local real estate magazine
- In the newspaper
- Via the Internet
- Other agents FOR SALE sign
- From a friend
- A “For Sale by Owner” sign
- Other agents exclusive listing



I can sell any of them to you!

- Most importantly, I can negotiate any offers for you. But, if you view a property with someone else, I *can not represent you*. If you see a sign, an open house, or even hear about a property, call us first and I will provide you with all the information on that property and make all necessary arrangements for viewing.

The Home Finding Process

What I will do to help you through the home buying process:

- I will work with you to help you get pre-approved for a mortgage if need be. Sellers and their agents know that a pre-approved buyer is serious and prepared to close on a property quickly.
- Provide immediate access to new listings that meets your search criteria.



- Preview all new listings, Internet listings, Open Houses, and For Sale by Owners that suite your home requirements.
- Provide a comprehensive market evaluation of the properties you choose to view.
- Offer step-by-step communication of all processes leading to the transaction closing.
- Provide consultation and recommendations of the written offer to purchase, with terms approved by you.
- Negotiate the right price for you.

Describe the Home you Want:

The more I know about what you want, the easier it is for us to find the right home for you. Please document any thoughts you have in the available box.

Sample responses:

- need 3 bedrooms
- I really want a fireplace—preferably wood burning, but gas ok

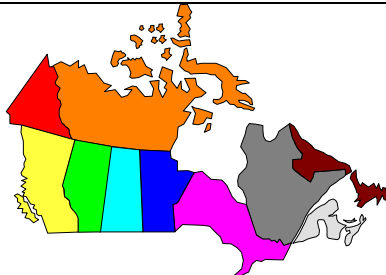


House Style	
Number of bedrooms	
Number of bathrooms	
Living room	
Dining room	
Family room	
Fireplace	
Home office	
Kitchen	
Basement	
Garage	
Lot size	
Pool	
Age of Property	
View	
Other requirements/ preferences	

State your Preferred Property Location

The more I know about your preferred location, the easier it will be for us to find you a home that suits your needs.

City or country?	
Areas you would like to live in	
Areas you would not like to live in	
Do you mind a corner lot?	
Do you want to live near work, if so, provide work address	
Specify other location requirements and preferences	



Getting Pre-Qualified

Most Real Estate agents and lender recommend that home buyers get pre-qualified with a lender before selecting a home to purchase. This way you will have the best information about the price you have chosen.

Reasons to get pre-qualified...

- 1** With pre-qualification, you can determine which loan program best fits your needs and which programs you will qualify for.
- 2** You will know exactly how much you are qualified for. It's not fun to find your ideal home and then realize that you can't afford it.
- 3** Your monthly payment will be set. This will allow you to budget your finances before making this large investment.
- 4** It shows you what the down payment and closing costs will be.
- 5** If you are a first-time buyer, you may be able to qualify for a special first-time buyer program which may allow you to afford more home for your money.

Moving Checklist

Send change of address cards to

- ✓ Post office
- ✓ Charge accounts
- ✓ Subscriptions
- ✓ Friends/Relatives

Disconnect Utilities

- ✓ Water
- ✓ Electric
- ✓ Gas
- ✓ Telephone
- ✓ Cable television
- ✓ Other

Cancel Deliveries

- ✓ Newspaper
- ✓ Other

Transfer membership

- ✓ Church
- ✓ Clubs
- ✓ Civic organizations

Transfer bank accounts

- ✓ Chequing
- ✓ Savings
- ✓ Safety deposit box

Notify Insurance Companies

- ✓ Health
- ✓ Life
- ✓ Auto
- ✓ Homeowners

Obtain medical records

- ✓ General practitioner
- ✓ Dentist
- ✓ Optometrist
- ✓ Other doctors

Miscellaneous

- ✓ Make arrangements with moving company
- ✓ Obtain school records for children
- ✓ Obtain birth and baptismal records
- ✓ Have drug prescriptions re-filled
- ✓ Have car tune-up for trip

26 Powerful & Insightful Questions To Ask a Real Estate Agent Before You Sign Anything!

1. How many years have you been in the real estate industry?
2. How many homes do you sell in a year?
3. Have you sold any homes in this area?
4. Do you specialize in a specific type of home?
5. Do you have any personal assistants? How many? What do they do?
6. Are you too busy to take my business?
7. Will you be dealing with me directly?
8. How quickly will my telephone calls be answered?
9. What is your educational background before your real estate career? What are your professional designations? What awards have you won?
10. Do you offer any guarantees? What are they?
11. Do you have any testimonial letters from previous clients I can see? Can I call some of your past clients?
12. What kind of experience and training do you have in negotiating?
13. Can I get out of the listing if I'm not pleased with your services? Without a hassle?
14. Do you have a WRITTEN Marketing Plan for marketing my property? Can I have a copy?
15. May I see your resume?
16. Where does your company rank among other companies in the area?
17. Are you a member of the MLS? What is that? How will that help me?
18. Does your company have a well known logo that people would quickly recognize in order to bring more and quicker attention to my home?
19. Will you work with me if I am not referred by someone?
20. Do you stay in touch with me from the beginning of the listing until the closing? How often? In what way?
21. How "high tech" is your business? Do you have your own computer? How many computers do you have in your office? How advanced are your software programs? Are you connected to the Internet?
22. Do your "For Sale" signs stand out and draw attention so that potential purchasers driving by will notice them and take down the phone number? How are they different?
23. Do you do anything to prepare a house for the market? What?
24. Do you have a plan for marketing within as well as outside of the real estate profession?
25. Do you prepare professional flyers detailing the amenities and highlights of the home to be given to prospective buyers who come into the house?
26. Will you personally be there when contracts are presented to handle all the negotiations?