

# After the Offer

## A Systematic Approach

### **Negotiating the Contract. We will:**

- Ask the right questions when the offer is presented to get an idea of the buyer's sincerity and financial situation.
- Review the contract and your obligations before you sign.
- Estimate your net proceeds based on a specific offer.
- Help you handle the issue of "possession."
- Protect you from signing a "blank check" for unknown problems or repairs.
- Explain how contingencies and release clauses work.
- Explain the ramifications of pest control and general structural reports.
- Explain your legal disclosure requirements and review the Real Estate Transfer Disclosure Statement again with you.
- Explain your responsibilities regarding the condition of the property.
- Verify that the buyers have received all appropriate booklets.
- Orchestrate the offer process to arrange "back-up" offers when possible.

### **Monitoring and Managing the Escrow:**

- Stay in constant communication with the buyer's agent to ensure a smooth escrow.
- Coordinate the details of the transaction with the escrow officer.
- Follow up closely on the progress of the buyer's loan and coordinating the payoff of your existing loan.
- Facilitate the appraisal process.
- Monitor contingency removal dates closely and discuss these with you.
- Advise you regarding specific buyer requests related to structural pest control and general structural inspections.
- Help you if conflicts or impasses with the buyer arise.
- Be present with you at the title company when you sign your escrow instructions.
- Ensure that you receive your check and settlement documents promptly after closing.