

TIPS FOR THE SELLING PROCESS

- ◆ Before you put your home on the market first make sure it is ready to be seen by potential buyers.
- ◆ Find a trustable realtor that will market your home. They should list your home in the Multiple Listing Service (MLS) and a "FOR SALE" sign should be placed in the front yard.
- ◆ Price your home by comparing to other houses in the area. Your realtor can help by performing a competitive market analysis (CMA) .
- ◆ Be sure to keep the home ready for showing on short notice. Be sure to keep in mind cleanliness, smells, noises, pets are put away. (a 15 min checklist is helpful)
- ◆ Once an offer is received, the lender will generally require a professional inspection of the property. The inspector will check to make sure the home's general systems are working properly and will report any items that will need to be repaired.



AVOID COMMON CLOSING DELAYS:

- **EXISTING LIENHOLDER(S)** - Be sure to provide your escrow closer the name of your existing lienholder(s), along with their contact information and loan numbers.
- **SOCIAL SECURITY NUMBERS** - We will need the social security number of all owners for tax reporting. The lender may also require payoff information.
- **EXISTING SURVEY** - If the buyers and sellers will be using an existing survey. The survey must first be reviewed by Attorney's Title and verification must be received that no improvements have been made since the date of the survey.
- **IDENTIFICATION** - Bring Identification to closing. We will need to verify and make a copy.
- **WIRED FUNDS** - If you are planning to wire funds to Attorney's Title, be sure to contact your escrow closer for SECURE instructions.
- **HOMEOWNERS' ASSOCIATION** - If you have an HOA, please provide to your escrow closer the contact information so that a letter can be obtained for closing.
- **PROVIDING DOCUMENTS** - Provide us with any invoices for all items to be paid from closing proceeds. Provide any other documents required by the contract at closing.
- **POWER OF ATTORNEY** - If you will not be present to signing and wish to use a power of attorney (POA), you must provide the original POA to your closing officer prior to closing for recordation of the document. Please allow sufficient time for the lender to approve the POA. On the day of closing you will be contacted in order to verify that the POA is still alive and has not been revoked.

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