

NEXT STEPS



checklist



CONGRATULATIONS! My transaction coordinator will reach out to you shortly. She will keep you up-to-date and on track **contract to closing**

- ✓ Earnest Money Due- Confirm wiring instructions with the Title Company before sending money.
Date Due _____ Date Completed _____
- ✓ Financing the purchase? You will need to notify your lender that you made a purchase. My team will forward all signed documents.
- ✓ Inspection- make arrangement for a Home Inspection including 4-Point & Wind Mitigation (for insurance) as well as WDO- wood destroying organisms. Due Date _____ Date Completed _____
- ✓ Review Home Inspection Report- make any repair requests (if the contract allows) within the contract timeframe.
- ✓ Home Owners Insurance- it is never too early to start searching for a quote. Begin the process asap.
- ✓ Utilities- You will need to switch electric, gas (if the home has natural gas), and cable/internet into your name. For a seamless transition I recommend a using 1 day before closing date.
- ✓ Water, Sewer, Trash, and Amenity Fees- these services are paid directly to The Villages. The title company will request a change of service. You must make payment arrangements for future bills once you have closed on the home.
- ✓ Wiring balance due prior to closing- you will receive a final statement prior to closing with a detailed description of all fees as well as the final balance due. If **FINANCING** your lender will have the same statement. They will wire their portion and you (buyer) will wire any additional amount. If paying with **CASH** you will wire the amount listed at the bottom. CONFIRM WITH TITLE BEFORE YOU WIRE ANY MONEY!
- ✓ Final Walk-thru- Before closing we will schedule a final walk-thru of your home. Typically, this is scheduled the day prior or the day of closing. You may attend, or if closing long distance, I will conduct a Facetime/Live tour with you. At this time we review the repair list, if any.
- ✓ Your Villages Identification- following the closing you should visit one of the Sales Centers closest to your home. The staff will have your new resident information. You **MUST** bring copies of the DEED and Closing statement with you. At this time you will receive new gate passes and Villages Photo ID.