

Contract Process - Buyers (Supreme)



*****Upload All documents into DTR*****

Under Contract

- ☐ Contract executed (signed)
- ☐ Loan Pre-Approval Letter
- ☐ Submit Contract to Closing Attorney

Due Diligence

- ☐ Inspections
- ☐ Termite Certificate
- ☐ Homeowners Insurance
- ☐ Flood Insurance
- ☐ Survey
- ☐ Utilities (List obtained from Seller)

Post Due Diligence Period

- ☐ Inspection Repairs Requests Form Completed
- ☐ Required Repairs Done

- ☐ Repair documentations Obtained (receipts, invoices, pictures, bills, etc)

Loan Progress

- ☐ Estimated Loan Approval Date Confirmed
- ☐ Appraisal Ordered
- ☐ Loan Conditions Established

Loan Finalized

- ☐ Loan Conditions Meet
- ☐ Appraisal Done
- ☐ Loan Approved (Ready for Closing)

Pre-Closing

- ☐ Termite Certificate (Need for Closing?)
- ☐ Utilities Transfer Setup - (Ask Sellers for grace period post Closing Date)
- ☐ Final Walk-Through
- ☐ Deposit Check
- ☐ CD / HUD Reviewed

CLOSING DAY!

- ☐ Closing Instructions from Closing Company
- ☐ Buyer Funds Required
- ☐ Deposit Check (Seller Holding?)
- ☐ Termite Certificate (if needed)
- ☐ Necessary Documentations
- ☐ Utilities Transferred Today

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