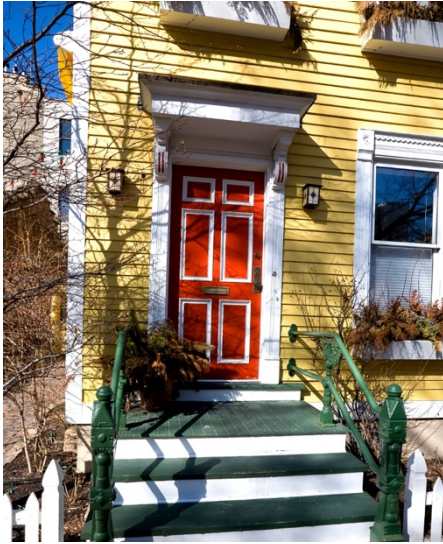


# Steps of the Home Selling Process



As you prepare to sell your home, I appreciate the opportunity to assist you in one of life's most important events. My exclusive full service marketing represents my ongoing reliability and service, and my commitment is to meet and exceed your expectations. Below are some of the key components of the home selling process.

## **You're ready to sell your home!**

Your first step is to select your Realtor. You want a full time professional expert in your market with the depth of experience to handle the demands of the Chicago real estate market. You want your Realtor to have successful track record, an understanding of the market and a practical strategy. You want access to all the resources and networks you will need to ease the stress of making your move. My clients words say it all. [Click here for my CLIENT TESTIMONIALS.](#)

## **What should I list my home for?**

There are many factors that affect the list price of a home: location, condition, amenities, supply and demand, and local and global market conditions. Your real estate brokers will assist you by providing a thorough market analysis of your property so you will be able to come up with a realistic, competitive pricing strategy on your home.

## **What Disclosure Forms are necessary?**

Most residential sales require an Illinois Residential Property Disclosure form, completed and signed by the seller to be provided to potential buyers. Radon, Lead Based Paint and Energy Use disclosures may also apply. disclosure form. Before putting your home on the market, you may consider getting a pre-sale home inspection, so you will be aware of potential problems or correct them before going to market. Be sure to keep all receipts for work completed, and gather all warranties for mechanicals, appliances and other items that will remain with the house.

## **Full Service Marketing and Personally Customized Service**

My goal is to not simply sell your house, but help you realize the best price obtainable for your property. Keenly aware that the transitions brought on by buying and selling real estate are usually also accompanied by one or more other significant changes a client is going through, I will do all I can to make the process less stressful. I do this by putting my client's goals at the center: responding quickly and honestly, offering an analytic assessment of the market and the highest level of service and communication. Embracing the fiduciary responsibility of her role, I am mindful to be discreet with my client's interests and respect their privacy. I will want to know your goals and work with you the create a custom plan that will effectively result in a sale.



**MAUREEN  
MORAN**  
CHICAGO DREAM HOME

**MAUREEN MORAN** Broker Associate  
548 W Webster Ave Chicago, IL 60614  
312.953.7811 • [chicagodreamhome.com](http://chicagodreamhome.com)  
[maureen@chicagodreamhome.com](mailto:maureen@chicagodreamhome.com)

**@properties**

## **A Buyer is Ready to Present an Offer**

When an offer is presented, I will advise and help you to obtain the best possible price and terms. Understanding the standard forms and the many transactional issues is key to negotiating the best terms to meet your individual needs. Making sure buyers are pre-qualified is of utmost importance in negotiating a successful sale. I will promote your interests and assist in developing a clear and binding transaction.

Typically an offer is initiated by the buyer through their sales associate and includes the following information:

- The amount the buyer is willing to pay
- Mortgage amount, if any, the mortgage rate and the length of time to obtain a mortgage.
- Earnest money. Look for a suitable amount of earnest money, since it is forfeited if the buyer backs out. A large deposit is a good indication of a sincere buyer.
- Closing and occupancy dates
- Contingencies, such as mortgage commitment, building inspections and pest inspections to include where appropriate (but not limited to): termite, pest, radon, well, lead, septic, oil tank.
- Any fixtures and personal property specifically included or excluded
- If the initial offer is not acceptable to you, further negotiations may be necessary to reach terms agreeable to both you and the buyer. Because counter-offers are common (any change in the offer can be considered a counter-offer) it is important that you remain in close contact with your sales associate during the negotiation process so that proposed changes can be reviewed and responded to quickly.
- Offer expiration date. Time is of the essence in a contract, so it is important to respond in a timely fashion. The offer will also have a time limit for the offer to be considered valid.

Once you have an Accepted Offer, you'll be on your way to closing.

In preparation for closing you will want to review the **MOVING CHECKLIST**.

There are items that the buyer will expect to see at the “final walkthrough” which will happen within 24 hours, or so of closing. The property must be left in “broom clean” condition and be thoroughly vacated. The property must be in the same condition it was in at the time of contract, and any repairs negotiated completed or credited at closing. In addition, it is helpful to have the following items on Hand for the New Owners

1. Owner's manuals for items left in the house.
2. Warranties for any items left in the house.
3. A list of local service providers—the best dry cleaner, yard service, etc.
4. Garage door opener.
5. Extra sets of house keys.
6. Code to burglar alarm and phone number of monitoring service if not discontinued.



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**@properties**

## **What to Expect at the Closing**

Sellers are not required to attend the closing. Sellers can sign much of their paperwork in advance with their attorney, and execute a Power of Attorney. Their attorney can then sign any other pertinent closing documents on their behalf. At the closing the Title to the property is transferred from you to the buyer. The buyer receives the house keys and you receive payment for the house! From the amount credited to you, the title representative subtracts the funds to pay off the existing mortgage and other transaction costs. Deeds, loan papers, and other documents are prepared, signed and ultimately filed with local property record office.

## **After the Closing**

Keep your Closing file handy, as you will need the HUD when you file taxes.



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[maureen@chicagodreamhome.com](mailto:maureen@chicagodreamhome.com)

**@properties**