

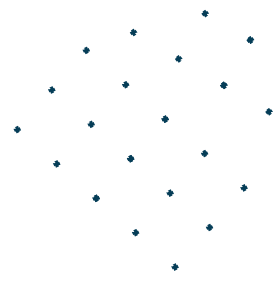


FIND YOUR HOME
WITH EASE WITH ME



DANIELLE KLAUSING

*Your Knowledgeable
Realtor*



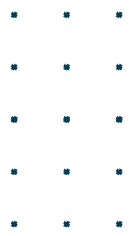
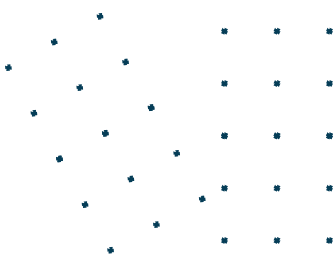
So you're ready *to buy your* dream home...

By opening this packet, you've begun the exciting journey towards homeownership. But before you pop the champagne and start imagining what color you'll paint the walls, there are key boxes to check off your list to ensure you get the home you've been dreaming of at a price point you can afford.

From preliminary steps like pre-approval and touring listings to securing a mortgage and having your final walk-through, home buying is more than just signing on the dotted line and re-doing the kitchen.

But don't worry! I will be here to take you every step of the way, to make sure you get the home you've been dreaming about...

DANIELLEKLAUSING.COM



WHY ME?

MY VOW TO YOU

I believe in full transparency when it comes to working together. I want you to not only trust and feel comfortable with me, but I want you to enjoy my presence as we will be spending a lot of time together during this process. This is one of your biggest purchases and you deserve to take your time to understand it all. I want you to ask all the questions and express any of your concerns. With me as your agent, I promise never to pressure you into making an offer and always keep you informed. I'll provide a supportive experience, guiding you through every step with clarity and confidence.



“
WHAT PAST CLIENTS
HAVE TO SAY
”

GOOGLE

ZILLOW



HOW DO I PROVIDE VALUE?

MYTH: ALL REALTORS ARE THE SAME.

REALITY: REALTORS VARY IN EXPERIENCE, EXPERTISE, COMMUNICATION STYLE, AND SPECIALIZATION.



I HAVE BEEN LICENSED AND ACTIVE SINCE 2016

I AM FULL TIME & KNOWLEDGE IN VARIOUS MARKETS

I HAVE PROVEN STRATEGIES ON GETTING OFFER'S ACCEPTED IN COMPETITIVE MARKETS

I PROVIDE VALUE & GUIDANCE LONG AFTER YOU CLOSE ON YOUR HOME

EVERY CLIENT IS TREATED AS MY TOP PRIORITY

I PROVIDE ALL THE FACTS AND DATA NECESSARY TO MAKE A SMART & STRESS FREE OFFER/PURCHASE

I AM YOUR SECOND SET OF EYES WHEN CHOOSING AND VIEWING HOMES

I WILL ALWAYS TELL YOU LIKE IT IS, YOU ARE NOT JUST A PAYCHECK TO ME. WHILE I DO EARN COMMISSION FROM YOUR TRANSACTION, MY PRIMARY GOAL IS TO HELP YOU ACHIEVE YOUR REAL ESTATE GOALS. I RELY ON POSITIVE CLIENT EXPERIENCES AND REFERRALS FOR LONG-TERM SUCCESS,

"I ACTUALLY ANSWER MY PHONE... (SURPRISING, ISN'T IT? BUT THERE ARE A LOT OF REALTORS WHO DON'T.)"

NEXT STEPS...

01 Secure your Agent

Now that you have decided we make a great team we will need to make it official. We will need to sign the Exclusive Buyer/Tenant Representation Agreement. Why, you ask and What for? The representation agreement is required in order to be allowed access to view any homes that are listed and advertised on the MLS and/or any of its syndicates. This agreement also protects you as it ensures that both parties (the realtor and the buyer/tenant) have a clear understanding of their roles, responsibilities, and expectations throughout the process. Exclusive agreements typically outline the terms and conditions of the relationship, including commission rates, termination clauses, and confidentiality agreements. This legal protection ensures that both parties are aware of their rights and obligations, reducing the likelihood of disputes or misunderstandings.



02 Get Pre-Approved

Once you have your agent, you may want to run out into the wide world of available properties and get started, but pump the brakes. The BEST way to start your home-buying process is by determining whether you can afford a home, to begin with. Getting pre-approved by a mortgage lender prior to beginning your property search, along with taking stock of your income vs. debts, it will help you find a comfortable mortgage payment that works with your budget. I tell all my buyers, it is not necessary the pre-approval amount you should be concerned with, work backwards to understand what you can afford monthly so you don't end up house poor.



03 Define Your Search

Now that you know what you can afford, it's time to start narrowing your search to find the perfect balance between your dreams and your checkbook. The best advice I can give to you is to focus on LOCATION & LAYOUT, don't get caught up on much else because all the rest can be easily changed or updated down the line. Also think through your list of WANTS & NEEDS. Please see questionnaire on Page 13.

04 Tour Listings

You've been pre-approved, you've figured out what you want, and now it's time to head out and view these homes in person. Use each tour to further narrow your search and take notes to help you remember what you liked and didn't like at each property. Maybe square footage is more important to you than you thought it was, or perhaps the idea of an open concept is more your style than you expected. Once you find the home that checks all your boxes, it's time to submit your offer!



Congratulations! The Seller accepted your offer! Now what?

FROM CONTRACT TO CLOSE

Not to worry, I will be there for you every step of the way, but here is what to expect.

01 Earnest Money Deposit

After signing the contract, you'll typically provide an earnest money deposit to show your commitment to the purchase. The amount can vary but generally it can be 1-2% of purchase price. This deposit is held in escrow and will be applied towards your down payment or closing costs at closing. This money is typically due 2-3 business days after accepted contract.



02 Complete a Home Inspection

You have 5 Business Days from accepted contract to schedule an inspection. You may hire an inspector of your choice. If you need recommendations I have worked with some great ones over the years. Please keep in mind that no house will ever be perfect, there is always upkeep and maintenance that sometimes slips by busy homeowners. However, if your home inspector's findings are severe and of health and safety concerns, your contingency clause will allow you to negotiate with the current owner for performance or payment on existing repairs and, in some cases, to walk away from the transaction without obligation.



03 Attorney Review

This is the same 5 Business Day period as inspection. This time frame allows attorneys to look into the contract, property and inspection issues and requests. This contingency period protects you as the buyer and will allow you to cancel contract without penalty if you feel the home is no longer for you.



04 Secure your Lender

Even if you have already been pre-approved by a mortgage lender, finalizing your mortgage and submitting your loan application is the next crucial step in the process and doing all this in a timely fashion will help keep transaction on track so we can close on the property on time. Check out our Loan Application Checklist as well as our Mortgage Do's and Don'ts included in this packet on pages 13 and 14.

05 Get An Appraisal

Your lender will arrange for an appraisal to determine the fair market value of the home. The appraisal is necessary to ensure that the property's value supports the loan amount.



ALMOST THERE...KEEP GOING

We got this! Only a few more steps until you are a homeowner!

06 Finalize Your Mortgage

Loan Processing: Once the appraisal and inspections are complete, your mortgage application will enter the underwriting process. The lender will review your financial documents, verify information, and assess the risk associated with lending to you.

Final Loan Approval: If the lender approves your loan application, they'll issue a commitment letter detailing the terms of the loan, including the interest rate and closing costs.

Closing Disclosure: At least three days before closing, you'll receive a Closing Disclosure from your lender. This document outlines the final terms of the loan, including the loan amount, interest rate, monthly payments, and closing costs.



07 Purchase Homeowners' Insurance

Lenders will ask that you purchase homeowners' insurance prior to closing in order to finalize your loan. This will cover any unexpected issues or catastrophes throughout your homeownership.

08 Prepare for Closing Day

When you apply for your mortgage, you'll receive an estimate for your closing costs. So, as you reach the end of your home-buying process, your lender will go over final numbers with you and let you know how to successfully get those required funds to the title company in time for your closing date.



09 Attend A Final Walk-Through

I generally like to schedule the final walkthrough right before we head to the title company to sign paperwork and make it official.

The final walkthrough is the time to make sure that everything is as it was during your initial inspection and that all contracted items and appliances are still in working order and to verify that any agreed-upon repairs have been completed.



10 Closing Day

On the closing day, you'll sign all the necessary paperwork to finalize the purchase. Please make sure to bring 2 valid forms of identification and allow up to 2 hours for this process. You will be signing the mortgage note, deed, and other closing documents. You'll also pay your closing costs and any remaining down payment. After all of the dotted lines are signed, it is now time to celebrate your accomplishment.



LOAN APPLICATION PROCESS

Applying for a loan can often be a confusing or even intimidating process, but don't let it stop you from getting the home of your dreams! By following this simple checklist, you'll be able to keep yourself organized and stay ahead of the game, making your application process a breeze. Also any great lender will keep you up to date with an email checklist as we move through the process.

Personal Information

- Social Security Number
- Birthdate, Educational Attainment Level
- Marital Status, Number of dependents, and ages of each
- Current address and contact information
- Previous addresses dating seven years
- All current housing expenses (rent, taxes, etc.)
- Name and contact info for landlord or mortgage holder for the past two years

Purchasing Agreement & Property Information

- Copy of the sales contract
- Mailing address and a brief description of the new property
- Current contact information for access to the home
- Plans and specifications on future construction

Employment & Income History

- Two years of employment history, including complete details for each job held
- Recent pay-stubs and W2 forms for the past two fiscal years
- If self-employed, complete tax returns and financial statements

Employment & Income History

- Written explanation for any employment gaps
- A record of dividends and interest received
- Proof of any ancillary income

List of Assets

- Complete information regarding all financial accounts
- Bank statements for the previous two months. Value of any current stocks, bonds, mutual funds, and other investments
- Vested interests in retirement funds
- Value of current life insurance policy
- Information on vehicles, real estate, or significant personal property that you own

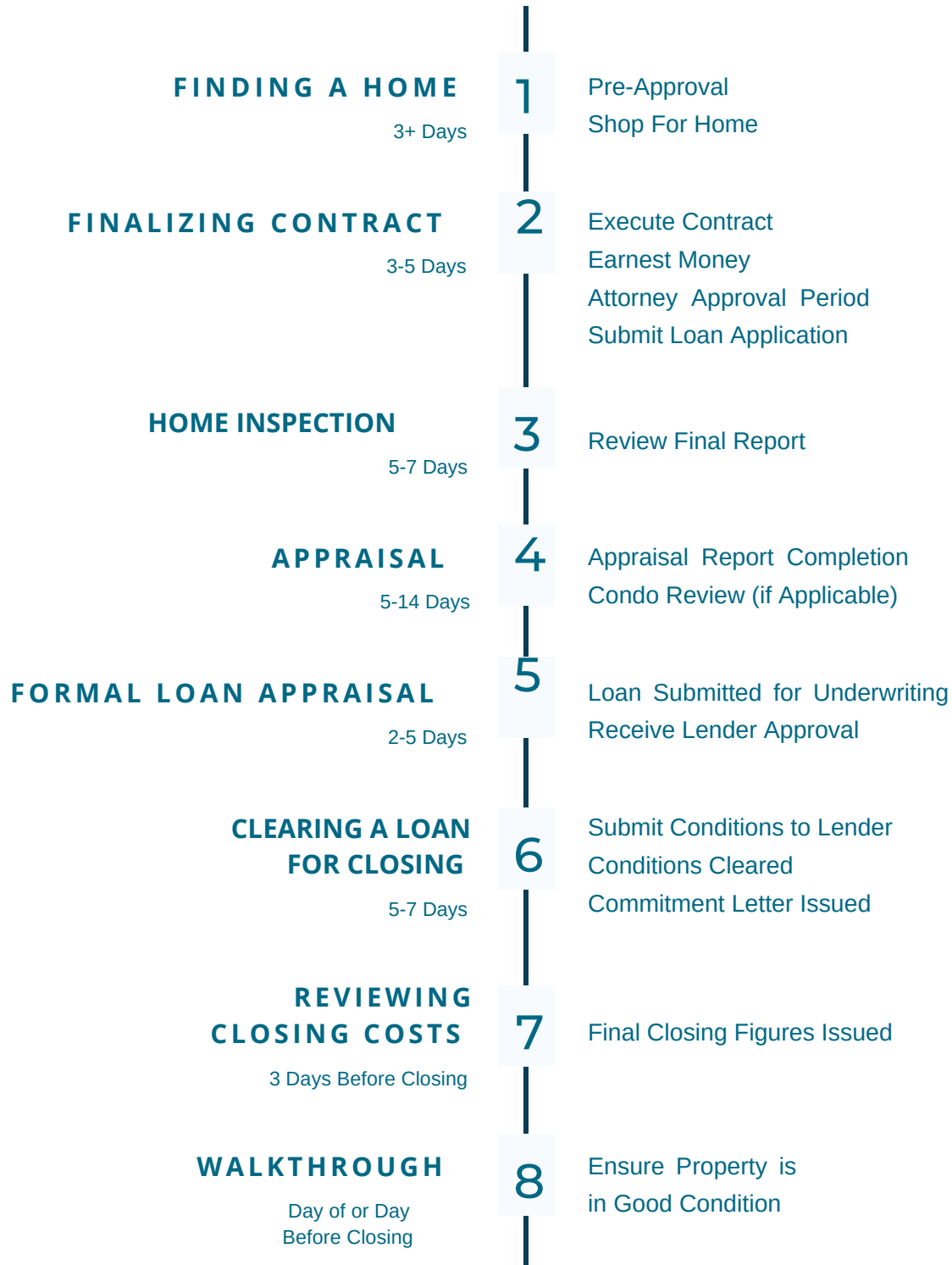
Liabilities

- Itemized list of all current debts, including loans, credit cards, and any other bills owed
- Written explanation for past credit problems
- Full details of any declared bankruptcies during the past seven years

Fees

- Credit report \$85-\$125
- Appraisal Report \$550-\$625

LOAN PROCESS



GLOSSARY OF HOME BUYING TERMS

APPRAISAL A written estimate of a property's current value.

AS IS The seller is selling the property in its current condition, without making any repairs or improvements and without providing any warranties or guarantees regarding the condition of the property.

BUYER CREDITS Money given from the seller to the buyer at settlement to pay for part of the closing costs. The amount varies depending what the mortgage company allows.

CLOSING COSTS Fees associated with buying a house that your lender charges and/or you rack up from various third parties.

CONTINGENT A status in which a house has accepted an offer but relies on meeting certain criteria, such as passing a home inspection or appraisal.

CONVENTIONAL MORTGAGE A mortgage loan not insured by the government or guaranteed by the Veterans' Administration. It is subject to conditions established by the lending institution and state statutes.

COMMISSION A percentage of the sale that is paid to the real estate professional.

DOWN PAYMENT The amount of your home's purchase price that you pay upfront.

FHA MORTGAGE A mortgage that is insured by the Federal Housing Administration (FHA). FHA loans are designed to make housing more affordable.

FORECLOSURE A property seized by the mortgage lender due to the homeowner failing to make full payments on their mortgage. In hopes of recovering the balance of the home loan, the lender will sell the house.

EARNEST MONEY A deposit made by the potential home buyer to show that he/she is serious about buying the house.

INSPECTION An evaluation of the home in which a professional inspector determines the current condition of the home and its systems.

LISTING A list of information about a home that is currently on the market.

MLS (Multiple Listing Service) The MLS is a database that includes all available homes for sale in a particular area.

PMI (Private Mortgage Insurance) The monthly insurance payment a lender must pay if the down payment is less than 20% of the sale price.

PRE-APPROVAL An evaluation by a lender that determines if the potential buyer qualifies for a loan and, if so, the maximum amount the lender would be willing to lend.

REO (Real Estate Owned) A REO property is owned by the bank due to a foreclosure. REO properties can be purchased from the bank; however, they are often sold as is.

SHORT SALE A sale of real estate in which the net proceeds from selling the property will fall short of the debts secured by liens against the property. In this case, if all lien holders agree to accept less than the amount owed on the debt, a sale of the property can be accomplished. This can take several months just to come to terms on the price from the bank.



THINGS TO KNOW & THINK ABOUT

Photos can be deceiving.
It's VERY important to physically view the home in order to understand your wants and needs.

Finding a home is like dating, you must kiss a lot of frogs in order to find your prince/princess;)

DO NOT forget to factor in your current monthly bills when budgeting for a home. (cell phone, car payment, car insurance, credit card debt & student loans, now add that to your mortgage & utility bills.
NO ONE WANTS TO BE HOUSE POOR.

Money you will need liquid within the first week of accepted contract.

Earnest Money:

About 1-2% of purchase Price

Inspection:

(Depending on Services Requested & Size of Home)

\$500-\$1500

Appraisal:

(Depends on loan type & Lender)

\$550-\$650

DO NOT SETTLE...
This is a big purchase. Make sure you are buying something you will love living in, instead of buying something you think you can learn to love.

Two most important factors, Location & Layout, everything else is cosmetic.

There are other costs that occur when you purchase a home aside from the down payment. It is important to discuss your finances in detail with your lender to understand your affordability.

See Who Pays for What on

Page 12.

After you have been approved for your loan, DO NOT make any large purchases or open any credit cards. This could significantly affect your loan and your ability to close on your home.

WHO PAY \$ FOR WHAT?



SALE PRICE

TYPICAL COST

WHO PAYS

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Commission

VARIABLES BASED ON SERVICES

BOTH

Appraisal

\$550-\$650

BUYER

Credit report

\$85-\$125

BUYER

Inspection fee

\$500-\$1500

BUYER

Lender-direct underwriting fee

ABOUT 1.5% OF PP

BUYER

Processing fee

BOTH

BUYER

Flood certificate

\$50-\$100

BUYER

Tax service

BOTH

BUYER

Attorney fee

\$600-\$1000

BOTH

Settlement closing

BOTH

BUYER

Title insurance

\$500-\$3000

SELLER

Title insurance

\$300-\$700

BUYER

Recording fee

\$100-\$300

BOTH

State transfer tax

\$1.50 PER \$1,000

SELLER

County/city transfer tax

\$3.00 PER \$1,000

SELLER

Chicago city transfer tax*

\$7.50 PER \$1,000

BUYER

Survey

\$500-\$1500

SELLER

Interest per day

LOAN AMOUNT X RATE/365

BUYER

Escrow taxes

3 MONTHS

BUYER

Escrow insurance

3 MONTHS

BUYER

Tax proration

105 – 110% OF LAST TAX BILL

SELLER

Submitting an offer on a property is a crucial step in the home buying process.

Here are the key steps involved in making an offer:

↓ READ MORE ↓

Offer Price: \$300,000

ALWAYS GOOD TO KNOW WHERE YOU ARE COMFORTABLE STARTING HOW HIGH YOU ARE WILLING TO GO.

Closing Credits: \$6,000

ADDING THIS TO A CONTRACT IS ON A CASE BY CASE BASIS IT IS SITUATIONAL AND IS BASED ON FINANCIAL NEEDS AND MARKET CONDITIONS

Earnest Money: \$3,000

THIS TELLS THE SELLER HOW MUCH YOU ARE WILLING TO RISK. THIS AMOUNT GOES TOWARDS YOUR DOWN PAYMENT

Closing Date: 30 DAYS FROM ACCEPTED CONTRACT

MOST LENDERS CAN CLOSE A LOAN WITHIN 30-45 DAYS. THIS IS THE DAY YOU SIGN THE PAPERS AND BECOME A HOMEOWNER

Type of Loan: CONVENTIONAL

THERE ARE DIFFERENT TYPES OF LOANS OUT THERE. WHAT YOU QUALIFY FOR IS BASED ON SEVERAL FACTORS. YOUR LENDER WILL WALK YOU THROUGH YOUR OPTIONS BASED ON WHAT IS BEST FOR YOU.

Down Payment: 5%

MOST LOANS REQUIRE A MIN. OF 3% DOWN. DOWN PAYMENT NEEDED WILL BE DETERMINED ON TYPE OF LOAN AND QUALIFICATIONS