

The Journey of

BUYING A HOME

A Step By Step Guide



Expert Advisors, Local Insight.

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With over \$200,000,000 in total sales volume, The Camelback Advisory Team's hyper focus on the neighborhood sub-markets gives our clients an edge to make the *best informed decisions*.

Ready to buy?

Let's find your dream home and make sure you get the *best value for your investment*. We are armed with unparalleled market insight and the expertise to help you navigate through every step of the buying process. Reach out today with any questions about your desired neighborhood or market trends.



The Buying Process at a Glance

01

Proper Preparation

Assess your finances and get pre-approved for a mortgage to understand your budget.

3-6 MONTHS OUT

02

Search + Offer

Explore homes, select your ideal property, and make a competitive offer.

25-40 DAYS OUT

03

Under Contract

Conduct an inspection, negotiate any repairs, and finalize mortgage details.

21 - 30 DAYS OUT

04

Closing Preparation

Review your closing disclosure, confirm moving plans, prepare required docs and payments.

3 - 5 DAYS OUT

05

Closing Day

Sign paperwork to transfer ownership and receive the keys to your new home!

0 DAYS OUT

06

Post Closing

Update your address, set up utilities, and consider a home warranty for peace of mind.

1 - 7 DAYS AFTER



ADAM SHEAR

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Born and raised in Phoenix, Adam Shear grew up in the North Central area. He is deeply rooted in the local community and understands the unique dynamics of the Valley's real estate market. A proud graduate of Brophy College Preparatory, Adam has a strong foundation in education, discipline, and leadership— all qualities that translate seamlessly into his professional real estate career.

With an extensive knowledge of Phoenix and its surrounding areas, Adam is committed to helping his clients find not just a house, but a place to call home. Whether you're buying, selling, or investing, he offers tailored advice and strategic insights, ensuring every transaction is smooth and successful.

Prior to real estate, Adam worked for a startup tech company. Through that experience he learned customer relations, and successfully led a team of professionals in delivering exceptional client service, all while ensuring customer needs were always understood, addressed, and exceeded.

Adam loves taking his clients out on the golf course or bringing them to his favorite restaurants around town to build a connection and lasting relationship.



GETTING STARTED: **THE MORTGAGE PROCESS**

Let's Talk Finances

The first step of the homebuying process is to understand how much you qualify for by meeting with a local lender and getting a pre-approval letter. Interview a few lenders to find one that will be the best fit. **A pre-approval is only valid for 30 - 90 days, so while you can start talking to lenders, you'll want to wait on getting that pre-approval letter until you know you're ready to buy.**

Ask your lender questions such as:

- What type of loan they would recommend for you, and why?
- If you qualify for any down payment assistance programs.
- What their interest rate is, and what the APR is.
- If you will pay mortgage insurance.
- What your monthly payment will be.
- If you are able to lock in an interest rate - if so, for how long and will there be any



LET'S GET STARTED

THE HOME SEARCH

Get clear on non-negotiables

In order to clearly focus on the things that are most important in your future home, I highly advise you to create a “needs” and a “wants” list.

Needs are non-negotiable. Wants are things you'd like to have - but could add or change down the road.

Ex; you can't change the lot, location, or price you paid - these are all good examples of needs.

Needs might look like:

- Enough space and bedrooms for your family
- Close proximity to work or particular school
- Yard for children or pets

Wants might look like:

- Specific paint or exterior color
- Fenced-in yard
- Specific flooring

Once your wants and needs are squared away, the fun really begins!

We will set up a search and begin touring homes. Once you've found “the one”, we'll work on developing a strong offer that suits your needs, terms, and budget.

LET'S GET STARTED

THE FINE PRINT

You're well on your way to your new home.

Now we get down to the nitty gritty!

1. Acceptance of Purchase Contract

- Upon contract acceptance, the Purchase Contract will be sent to the Title Company and Escrow will be opened.
- Title will reach out to you ASAP to arrange pickup and delivery of your Earnest Money.
- We send all pertinent documents to your Lender so they can start getting your loan in process.

2. If you are financing:

- Expect regular requests for information from your Lender throughout the process.
- When your Lender asks for documents, return them ASAP. Required verifications can often feel overwhelming, but it is all a part of the process.
- If you are receiving gifted funds for your purchase, discuss with your lender how to appropriately receive these funds so they do not raise a flag.
- Do not make any major purchases, take on new debt, change jobs or make other major life changes until after we have closed on the property. Changes to your credit profile could cause a denial in your loan application.

3. Earnest Money

- Earnest Money must be delivered to Title no later than the next business day after the Contract is accepted.
- Earnest Money needs to be verified by your Lender. It needs to come from your account via personal check or wire. No cash, money orders, or cashier's checks are allowable if the property is being financed.





LET'S GET STARTED

THE FINE PRINT *(CONTINUED)*

4. Preliminary Title Commitment

- Within the first week after Escrow is opened, we will receive a Preliminary Title Commitment.
- This will show if there are any title issues that need to be resolved prior to closing.

5. Seller Disclosures

From the day after the contract is accepted, the Seller has:

- **3 calendar days** to provide the Seller Property Disclosure Statement (SPDS)
 - **5 calendar days** to provide us with an Insurance Claims History on the property going back 5 years or to the day they purchased the property.
 - **5 calendar days** to provide us the Lead-Based Paint Disclosure (if property was built before 1978)
-

If you are purchasing a property with a Homeowner's Association...

You will at some point receive CC&Rs and financial statements from the HOA. Typically this is within the first 14 days, and may arrive by mail or e-mail. As agents, we are NOT notified when this is delivered to you. Please call us when you receive these so we can discuss them with you.

**You will want to read about the HOA
to understand the regulations
of your new community.**

DEADLINES + NEGOTIATIONS

APPRAISALS AND INSPECTIONS

6. Inspection Period

The Inspection Period begins the calendar day after the contract is accepted by both parties.

- **This is a 10-day period** in which you perform your due diligence and ensure the home is right for you.
- A home inspection is not contractually required but is recommended. I encourage you to order the inspection as soon as possible.
- Together we will meet the inspector to review their findings at the home. If further inspections are required, we will order those with specific trades (i.e. roofer, plumber, pool, electrician etc.)
- Go to the property at various times of the day and learn about the property and community you are purchasing. You can even talk to neighbors!
- Please read the Buyer's Guide Advisory to help you understand the inspection process and research the property as best you possibly can.

7. BINSR + Seller's Response

Once the inspection is complete, you will decide which items you would like to request to be repaired at the property. This is called the BINSR (Buyer's Inspection Notice & Seller's Response).

- **The Seller has 5 days to respond to the BINSR.** No response is considered a response.
- **A non-response implies they will NOT make any repairs and you purchase in as-is condition.**
- **Upon receipt of the Seller's response, you have 5 days to decide if you would like to accept their terms or walk away and receive your Earnest Money back.**
- Sellers are typically reluctant to perform repairs if the offer is not close to the asking price. They are also not obligated to perform repairs - the contract states that the



APPRAISALS AND INSPECTIONS *(cont)*

8. Appraisal

- It can be beneficial to err on the side of caution and wait to order the Appraisal until the BINSR has been completed - if the Seller is unwilling to compromise on the BINSR and you walk away, the Appraisal cost would be wasted.
- The cost for the Appraisal is typically \$500-600 and is required for the loan.
- **If the home does not appraise at the offered value, the Lender can only loan out the amount it appraises for.**

Should we run into that situation, there are four options that we will discuss:

- **Renegotiate with the Seller** to reduce the original number they accepted,
- **You come out of pocket with cash** to cover the gap between what the appraisal price and the contract price,
- **You both compromise** and meet in the middle, or
- **You cancel the contract** and receive your Earnest Money Deposit back.

KEEP IN MIND...

It is very important not to make any major job changes, purchases, or open new credit cards. A lender will always run one last credit check prior to close, and any of these activities could alter your qualifications for a loan.



HOME, SWEET HOME...

IT'S CLOSING TIME!

9. The Final Steps

- **Closing Disclosure** Your Lender will initiate the Closing Disclosure (CD). This must be acknowledged no less than 3 business days prior to the signing of the Loan Docs. *Please send me the CD to review with you.*
- **Preliminary Walkthrough** A few days prior to Close, we will schedule a Walkthrough to **verify that all of the repairs have been completed** and that the property is in the same condition as it was at the time of purchase.
- **Estimated Settlement Statement** Once Loan Docs are sent to Title, we will receive a statement showing your debits, credits, and the amount required to close.
- **Closing Documents & Costs** Title will set up a time for you to sign your documents. **At signing, your Down Payment + Closing Costs will be due either via Wire* or Cashier's Check.** Closing Costs are somewhere between 2-6% of the Purchase Price. The exact number is provided a day or two prior to your signing.
- **PLEASE NOTE: in Arizona, the signing of documents does not constitute closing.** All Closing Documents must be returned to the Lender, and the Lender has to fund the loan before Title can release the file to record. For a cash deal, once all parties have signed and monies have been delivered, Title will release to record.
- **Final Walkthrough:** The evening before or morning of Closing, we will conduct a final walkthrough to confirm that the property is in the same condition (including repairs) as when the contract was written.





HOME, SWEET HOME...

IT'S ALL YOURS!

10. Congratulations, Homeowner!

Once the file has recorded through the Maricopa County Recorder's Office, then the property is officially yours!

- We will coordinate a time to meet and you will receive keys to your new home!
- I recommend scheduling movers to hold off on arriving until the day *after Close of Escrow at the earliest*, as we do not have control as to when the Recorder's Office will record the file.

KEEP IN MIND...

**Wire fraud is very real,
and continues to rise
here in the Valley.**

Please know that you **MUST** verify any and all wire instructions directly with your Escrow Officer. Even if you are sent instructions via e-mail, please call your Escrow Officer at the number listed in your Purchase Contract before doing anything further.

First-Time Buyer FAQ

How much do I need to save for a down payment?

5% is a good place to start. The average first time buyer puts down 7%. Work with a lender to play around with numbers and see how your downpayment amount offsets your monthly payment, and especially with how PMI works.

What's the difference between pre-approved and pre-qualified?

While often used interchangeably, they don't mean the same thing. Pre-qualification is an estimate of what you **may be** approved for based on the verbal information you provide. Pre-approval means the lender has verified your income and debt information and run a credit check.

Do you have a mortgage lender I can talk to?

Yes, absolutely! I have a few that I work with that I can happily refer to you. Just ask and I'll connect you. You are welcome to use your own if you have someone in mind as well.

When should I get pre-approved?

About 3-6 months out from when you'd like to move. If that has already passed, no worries! Pre-approvals only take about 2-3 days, you just want to have that pre-approval before you begin shopping.

Can you show me a house if it's not your listing?

Absolutely. I can show you any house listed in our MLS system, and I will contact FSBO sellers on your behalf.

How do we develop a strong offer?

When you find the property you want to make an offer on, I will run a Comparative Market Analysis (CMA) to help determine a fair offer amount. I will also guide you through the additional terms of the contract, such as the escrow amount, closing date, and any additional terms you want to be added to the offer. I will write the offer on a contract form and submit it to the seller's agent.

What if I want to back out of a contract?

You have the right to back out of the purchase within 8 days as long as we have an inspection contingency. When the contract is contingent on a property inspection, you usually have the right to cancel for any reason during the inspection period. Once the inspection period has passed, you cannot back out and keep your deposit unless the seller agrees, or an additional term has not been met.

First-Time Buyer FAQ

What happens if there are other offers on the house I love?

If a seller receives multiple offers, usually their agent will inform the buyer's that multiple offers have been received. This gives us an opportunity to alter the original offer to present our "highest and best" offer. Keep in mind that many factors may influence the seller in addition to the offer price, such as the down payment amount, closing date, and inspection terms.

What if my loan doesn't get approved?

If you have gone through the pre-approval process and have been forthcoming with all information, it's unlikely you will be turned down. Do not change jobs, purchase big-ticket items on credit, take out a car or boat loan, or open any other new credit accounts while your mortgage is being processed.

When can I start moving?

When you have the keys! When you are financing, it takes about 3-4 weeks for your loan to be processed. Once the lender gives the all-clear, closing is scheduled. You will sign your loan documents and both parties will sign documents transferring ownership to you. Unless other arrangements have been agreed upon by both parties, the sellers should have completely vacated the home when they sign the closing papers. You can have your belongings ready to move, and a moving company scheduled before you go to closing.

What should I do when I see a house online that I love?

Text me, your buyer's agent: the agent you are working with to find your home. It's best that you work with one agent throughout your search. That agent learns what you like and dislike and will invest a lot of time vetting properties for you. That person also represents your best interests only. When you call the agent advertising the home, you are dealing with the seller's agent, so, while they can assist you, they are also representing the seller's best interest.

Do I need an inspection?

I always recommend that you have a home inspection done. In the scheme of things, paying a few hundred dollars to have peace of mind that there are no hidden dangers or problems is well worth the money.

The Cost of Buying a Home



When you start the home buying process, it's important to understand that there are more out-of-pocket expenses than just the list price.

Here's an overview of the costs you'll want to budget for. As a guide, you should plan for up to 2% of the purchase price, in addition to the down payment.

| Expense | Payment Due | Cost |
|---|--|--|
| Earnest Deposit | Paid to Title/Escrow within 24 hour of contract acceptance | Usually 1% of purchase price, applied towards downpayment at closing |
| Home Inspections | Paid during due diligence period | General Inspection: \$450 - 800* Termite Inspection: up to \$250* Sewer Scope: \$250 - \$500* Add'l Inspections (prices vary based on size of home): • Heating/Cooling • Pool • Electrical • Roof |
| Appraisal | Paid during loan underwriting period | Up to \$500, or more for large homes |
| Closing Costs: Lender Fees & Title and Escrow Fees | Due at closing | Budget for up to 1% of purchase price for closing costs: Lender Fees • Loan Processing • Underwriting • Prepaid Interest • Impound Fees • Interest • Rate Points Title & Escrow Fees • Buyer's half of processing fees • Lender's Title Policy • Title Policies • Fees for signing, courier, recording |
| Misc. Closing Fees | Due at closing | • HOA Transfer/Capital Improvement Fees (if applicable) • Home Warranty |
| Down Payment | Due at closing | Most lenders prefer a downpayment of 20% of home's cost |
| Moving Costs & Transferring Utilities | Deposits due prior to close, remainder on moving day | Check with moving and utility companies as costs vary based on size of home and type of service. Some utility companies may charge a fee to transfer services. |

THE
BROKERY


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