

Standard Operating Procedure (S.O.P.)

This list is broken down, as simply as possible, to give you an outline of the process you're about to go through.

The thing is, every transaction is different and every client's needs vary. Outside of a few forms, very little about a purchase or sale is standard.

Maybe you've bought and sold property lots of times, but it's been a while. Maybe you're a first-time buyer or seller. In either situation, knowing what to expect can alleviate some anxiety over the real estate transfer process.

What's more, knowing what's happening on the other side of things can keep everyone informed and more understanding along the way. So, read both sides. We're all working toward the same goal.

Then, ask questions. Let's get you some answers.

S.O.P. For Sellers



Consult

We'll meet, chat & plan.



Marketing

We'll schedule professional pictures, order signs and work on strategic exposure.



List

Your property will Go Live and be available for area buyers to see online & in person!



Paperwork

We'll review offers and compare all terms; then, we'll negotiate and ratify!



Process

We'll allow reasonable access to the property, stay on track and Move Out!



Closing

We'll plan for which docs you'll need to bring, how proceeds are disbursed and round up all spare keys!

S.O.P. For Buyers



Consult

We'll meet, chat & plan.



Financing

We'll discuss what info you'll need to give your lender & start the mortgage process!



Research

We'll list your wants & needs, preview neighborhoods & tour property!



Paperwork

We'll write an offer, deliver an EMD, negotiate and ratify!



Process

We'll schedule inspections, work closely with the lender & stay on top of timelines!



Closing

We'll plan for which docs you'll need to bring, how to bring money and why this may not be moving day.

We're on a mission to bring you home.



If you are currently working with a Realtor, this is not a solicitation for business.

