



Buyer's Presentation

presented by
Walter Tomandl

Because a Great Experience Begins with a Great Agent.™





Because a Great Experience Begins with a Great Agent.™

ABOUT ME and MY COMPANY



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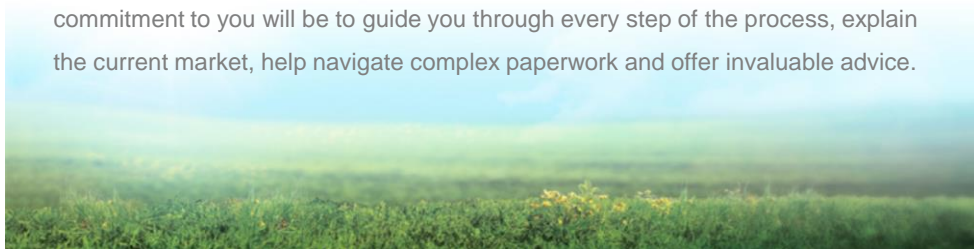
b 403-271-0600

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As your REALTOR®, I will earn your long-term loyalty and trust by providing you with exceptional, personalized customer service. I will do so by putting your needs first and caring for the outcome of your negotiations. I will provide you with the most comprehensive Real Estate service available.

In real estate, timing influences your home's sale price. As your REALTOR®, I work to make sure this works in your best interest based on the specific goals you have for your property. I will also make sure you are educated on the important factors affecting the market so we can calculate your home's value within the market and price it competitively. As an expert in real estate marketing, I will present you with a marketing plan that will position your home in a way that makes it stand out from its competition, attract more viewers and ultimately sell faster and for a better price.

When you enlist my help, you are not just gaining support to buy or sell a house - you are gaining an ally who will help you make the most out of your home. My commitment to you will be to guide you through every step of the process, explain the current market, help navigate complex paperwork and offer invaluable advice.



MY COMMITMENT TO YOU

Knowing that the industry continues to rapidly evolve, it is my duty as your REALTOR® to stay relevant and educated with the most up-to-date information and services to better serve you. I look forward to building a trusting relationship with mutual respect that will last a lifetime. I will guide you every step of the way through all of your real estate needs.

THE CIR REALTY DIFFERENCE

Independently owned and operated in the Calgary and area market place for 30+ years.

Over 600 REALTORS® and Staff.

Four corporate Calgary offices.
Nine regional offices.

Proud member of Leading Real Estate Companies of the World® and Luxury Portfolio, the largest international collection of luxury real estate.

#1 Brokerage in Calgary for Total Sales three years in a row (2011, 2012, 2013) – According to the Real Trends Canadian 250 Report

Recipient of Leading Real Estate Companies of the World® "MOST INNOVATIVE BROKERAGE AWARD"

A winner in the Calgary Herald Readers Choice Awards category, Best Real Estate Company" for the past six years in a row.

Thanks to You, the 2014 Real Trends Canadian 250 Report has announced that...

For the third year in a row, CIR REALTY has achieved the highest number of transactions among *all* Brokerages in both the Calgary and Central Alberta Real Estate Boards.

Over 600 REALTORS® servicing Calgary and areas including the Red Deer area, Airdrie, Okotoks, Cochrane, Sundre, Strathmore and all towns and cities in between.

Locally owned and operated, CIR REALTY is a dynamic real estate company, offering a variety of tools, training, technology, and other support to our REALTORS®. The many aspects of our company can be categorized into three pillars: *Support, Innovation and Culture*. There is not one category that is more important than the other. Combining the aspects of all three pillars; a REALTOR® will have everything they need to succeed!



A Proud Member of



LEADING REAL ESTATE
COMPANIES OF THE WORLD®

CIR
REALTY®

cirrealty.ca



Media Release

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CALGARY'S CIR REALTY AWARDED MOST INNOVATIVE REAL ESTATE BROKERAGE AT INTERNATIONAL REAL ESTATE CONFERENCE IN LAS VEGAS

Calgary, AB – CIR REALTY was the recipient of a Leading Real Estate Companies of the World® Achievement Award presented February 27, 2013 at the network's Annual Conference at The Cosmopolitan of Las Vegas. The event was part of the network's Conference Week, which attracted a sell-out crowd of nearly 2,000 top real estate professionals from 17 countries.

CIR REALTY was presented the Most Innovative Brokerage Award, which honors one brokerage that has made an extraordinary difference for their company and their business community through a program that has demonstrated a high level of innovation and creativity. Fellow nominees for the award included some of the largest brokerages in Spain and the United States. LeadingRE President and CEO Pam O'Connor presented the award in recognition of the brokerages' commitment to in-house technology solutions, unique agent recruiting and retention strategies, transparent communication systems that relay information about real estate

transactions to not only their REALTORS® but also REALTORS® from other brokerages and finally, their leading edge on-line, live meeting and training system that attracts hundreds of participants each week.

"Earning a Member Achievement Award is a true distinction, signifying an exceptional level of real estate expertise and professionalism," Pam O'Connor said. "To be acknowledged among this elite group of market-leading firms is a notable accomplishment, and we are delighted to honor **CIR REALTY** for being among the top real estate firms in the world."

Kirsten Faverin, Marketing Manager at CIR REALTY says that the award is a true representation of **CIR REALTY's** core values and commitment to providing their Agents with tools that are reflective of the local market and technology that enables them to focus on people, not paperwork. "The benefit of being an independent brokerage is that we can react to market trends and technology almost instantly. Our in-house team of expert staff, managers and IT have the tools and local expertise to implement change and create systems that our REALTORS® need to do business in an ever changing industry. There is no red tape. We are empowered to be innovative and find creative solutions to REALTORS® needs," says Faverin.

CIR REALTY is the Calgary representative of Leading Real Estate Companies of the World®, the largest network of premier locally-branded firms producing over \$234 billion in annual home sales internationally.



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LeadingRE and RELOCATIONS *YOUR CIR REALTOR® CAN HELP YOU BUY OR SELL ALL OVER THE WORLD.*

Leading Real Estate Companies of the World® (LeadingRE) is a global network of over 500 premier independent real estate firms with 4000 offices and over 120,000 sales associates in more than 40 countries around the world. CIR REALTY is a member of this prestigious group who have collectively sold more homes than any national brand.



LeadingRE and CIR REALTY

CIR REALTY is a member company of the Leading Real Estate Companies of the World™ network. These companies are the highest producing and highest quality in the industry.

By listing your home with CIR REALTY you are entitled to having your listing appear on LeadingRE.com - your link to the best independent real estate companies internationally. Last year LeadingRE members sold a combined \$272 Billion in real estate, more than any other network or franchise! Their aim is to quickly direct you to the very best local real estate professionals. As such, their site is geared to give you relevant community information while showcasing local real estate professionals who are members of our network.

RELOCATION AND REFERRAL DEPARTMENT | CIR REALTY's relocation and referral department can help you, your friends and your family who are relocating or buying or selling investment properties through LeadingRE's world class company to company referral system.

LUXURY PORTFOLIO | The Luxury Portfolio Fine Property Collection® is the luxury face of Leading Real Estate Companies of the World™. Their award-winning website was launched in 2005 and in its first year featured more \$1 million-plus residences than any other luxury real estate organization. It has grown to feature over 16,000 of the world's most remarkable homes and attracts over 1.2 million high-net-worth visitors each year. By presenting a gallery of the finest luxury properties and companies worldwide, the Luxury Portfolio brand is recognized throughout the world as the luxury standard of excellence.

visit luxuryportfolio.com



I'M LOCAL I'M GLOBAL™

OUR NETWORK
AFFILIATES INCLUDE
THE TOP-SELLING
COMPANIES ACROSS
NORTH AMERICA.

OVER ONE MILLION TRANSACTIONS
VALUED AT \$314 BILLION
IN ANNUAL HOME SALES

OVER 500 FIRMS

3,500 OFFICES

120,000 SALES ASSOCIATES

NEARLY 50 COUNTRIES

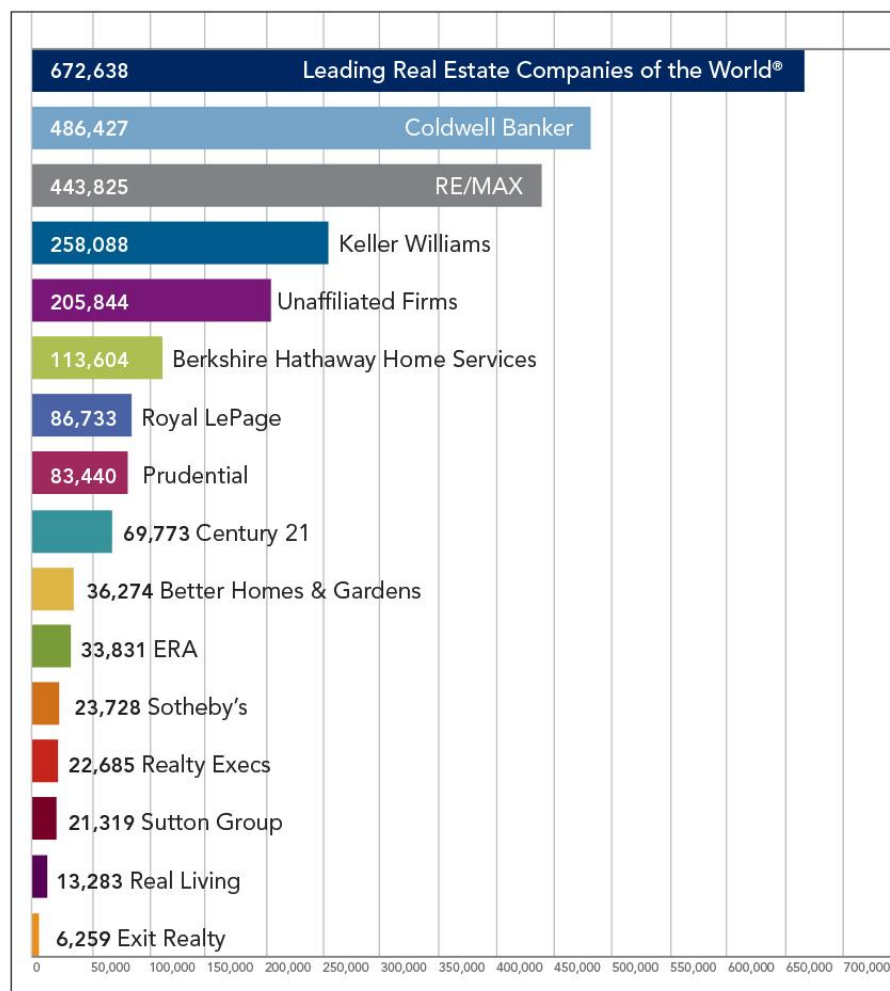


We bring you the power of our worldwide invitation-only network, Leading Real Estate Companies of the World.® As a global organization, we connect tens of thousands of buyers and sellers every year.

Our network dominates in homes sales units among the top 250 firms in Canada and the U.S. According to REAL Trends 250, the premier third party industry report ranking 2013 sales of the top 250 real estate companies in Canada and the U.S., our network was responsible for over 672,638 sales units.

2013 COMBINED HOME SALE UNITS FOR THE TOP 250 LARGEST BROKERS IN CANADA AND THE U.S.

Franchise/Independent Performance Among Top 250 Brokers in 2013



Source: REAL Trends Canadian 250 and REAL Trends 500, realtrends.com

powerful network

LUXURY PORTFOLIO CONNECTS WITH THE AFFLUENT REAL ESTATE CONSUMER

luxuryportfolio.com

SARASOTA, FLORIDA | \$9,750,000

LUXURY
PORTFOLIO
INTERNATIONAL™

CIR
REALTY.



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AGENCY and LEGALITIES

AS YOUR REALTOR® and representative, your best interest is always my first priority and as such I owe you six important legal duties:

UNDIVIDED LOYALTY

CONFIDENTIALITY

FULL DISCLOSURE

OBEDIENCE

REASONABLE CARE & SKILL

FULL ACCOUNTABILITY

AS A CONSUMER, your interests are further protected through our regulating bodies to ensure your transaction is handled in a professional manner:

CREB® | Calgary Real Estate Board. The Calgary Real Estate Board is the primary resource for Buyers and Sellers in the Calgary and area real estate market. One of the main functions of CREB® is the operation of the Multiple Listing Service (MLS®) System.

CARA | Central Alberta REALTORS® Association. The Central Alberta REALTORS® Association is a co-operative association of Real Estate professionals, which facilitates the marketing of real estate, and strives to enhance professional standards, ethics and education for the benefit of all.

RECA | Real Estate Council of Alberta. The Real Estate Council of Alberta is an independent non-government agency responsible for the regulation and licensing of Alberta's Real Estate Brokers, Mortgage Brokers, and Real Estate Appraisers.

CREA | Canadian Real Estate Association. The Canadian Real Estate Association is one of Canada's largest single-industry trade associations representing more than 96,000 real estate Brokers and Salespeople working through more than 100 real estate Boards and Associations.

CREA owns the MLS® and REALTOR® trademarks which signify a high standard of service and identify members of CREA.

PIPA | Personal Information Protection Act of Alberta. Deals with how companies can collect and use personal information.

PIPEDA | Personal Information Protection and Electronic Documents of Canada. Deals with consumer privacy.

FINTRAC | Financial Transactions and Reports Analysis Centre of Canada. Deals with protection from Money Laundering and Terrorist Financing.



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QUESTIONS and NEEDS ASSESSMENT

What is your biggest motivation for buying? _____

What type of home are you looking for? (eg: bungalow) _____

How many bedrooms do you need (want)? _____

What other rooms are important to you? _____

What is your ideal floor plan (eg: open concept)? _____

Is room location important? Which rooms and where? _____

Is a yard a requirement? (perfect home vs yard) _____

What is important about the location of your home? _____

What recreational amenities are important to you? _____

Are you willing to do a little work (renos, repairs, develop basement)? _____

Do you currently rent, own or lease? _____

Is the age of the home important? If so, what age? _____

Ideally, when would you like to take possession? _____

Is there a vacancy date which needs to be considered? _____

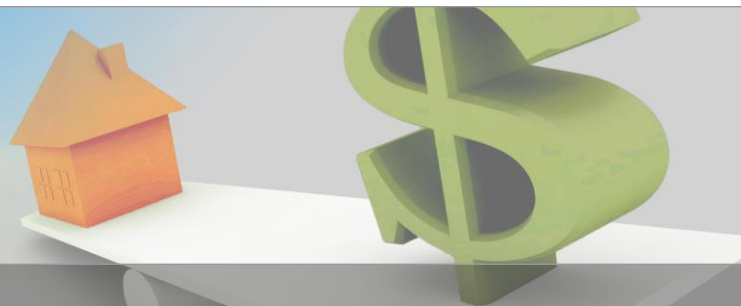
How much do you intend to put down? _____ How much can you put as a deposit? _____

Have you been pre-approved for your mortgage? If so, from whom? How much? _____

What are your concerns about purchasing a new home? _____

Who needs to be present during showings? _____

What is the most important quality you look for in a REALTOR®? _____



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PRICING CONSIDERATIONS

There are a number of factors that will AFFECT A HOME'S PRICE:

Economic & Social Influences

Interest rates
Political environment
Labour market
Vacancy rates
Foreign ownership appeal

Area Influences

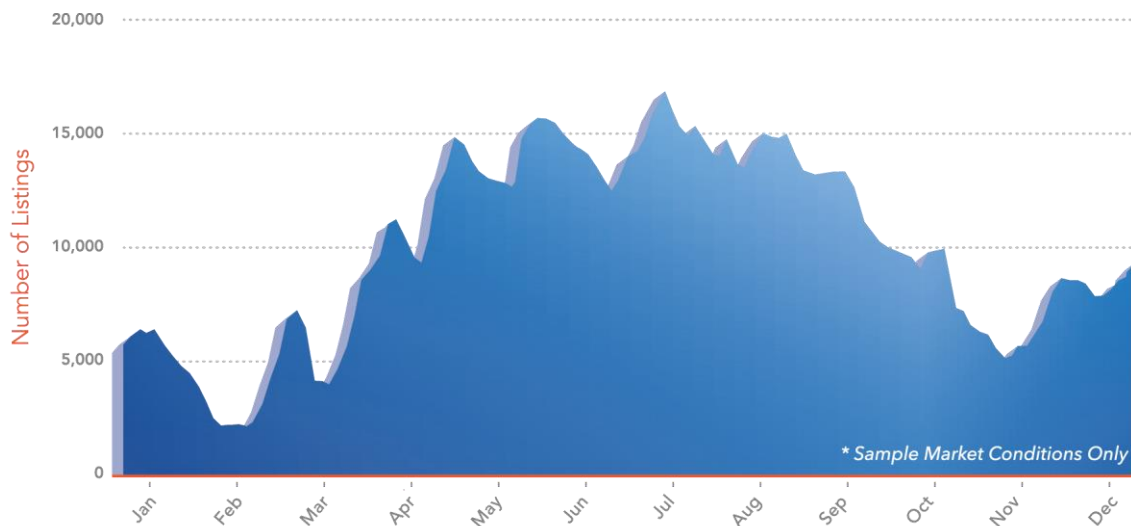
What is the area doing?
Are there any special considerations?
What is the highest and best use of the property?

Market Conditions

Buyers or Sellers market?
Quantity of inventory
Average days on market

Condition of Home

Necessary repairs
Additional repairs
Value differential
Buyer perception



Are You Clear On What Is A Good Deal?

So often, in the beginning, investors focus on real estate investing techniques, and lose sight of the important issue - is this a good deal?

Learning to recognize a good deal takes research, education and, above all, experience. Here's a good formula to determine whether a potential real estate purchase is a deal. It's a simple acronym called "C.L.E.A.R."

Cash Flow

Ask yourself, will this property cash flow?

Well, that depends on a lot of factors, such as the strength of the local rental market, the interest rate on the financing and how much of a down payment you contribute. Also, it depends on whether it is a single family or multi-family dwelling. Considering all of these factors, ask yourself, "Will this provide income for me?" Also, ask yourself the question, "How will this property cash flow compare to other potential properties?" For example, a \$150,000 house that rents for \$1,000/month has better income potential than a \$300,000 house that rents for \$1,600/month. A four-unit building that costs \$400,000 may bring in \$3,000/month in the same neighborhood.

Now, of course, whether the property will provide income to you begs the question of whether income is important to you. Is it? Do you earn other income? Do you need more income now, or is future equity growth more important? There's no right answer to these questions, but all are factors to consider when looking at a potential purchase.

Leverage

Leverage is important in investing, because the less cash you put down on each property, the more properties you can buy.

If the properties go up in value, your rate of return goes up exponentially. However, if the properties go down in value and you have a lot of debt on the property, this can result in negative cash flow (see previous). Since real estate is generally cyclical, negative cash flow is only a short term problem and can be handled, if you have other income or a cash reserve to pay the shortfall. "Nothing down" investing is very attractive for the high-leverage investor, but should be approached with caution. If you are a long-term player, leverage will generally work in your favor, if the markets in which you invest appreciate over the long run, and your income from the properties can pay for most of the monthly debt service.

Equity

Does the property you are purchasing have equity? **Equity can take a number of forms, such as:**

- A discounted price
- A potential fixer upper
- A re-zoning opportunity
- A poorly managed property
- A foreclosure

There are many ways to create equity, but buying into equity is your best bet. Find a motivated seller that wants out of his property, and is willing to give up his property for less than full value. Or, buy a property that needs work and can be done for 50 cents on the dollar or less. In other words, if the property needs \$10,000 in work, make sure you get a \$20,000 discount on the price, or better.

Appreciation

Buying in the right neighborhoods, and in the right stage of a real estate cycle, which will result in appreciation and profit. However, timing a real estate cycle is difficult and can be very speculative. If you buy properties without equity or cash flow, solely for short-term appreciation, you are engaging in a very risky investment. Buying for moderate to long-term (10 to 20 years) appreciation is safer and easier. Look at long-term neighborhood, and city-wide trends, to pick areas that will hold their values and grow at an average of 5 to 7% per year. Combine this tactic with reasonable cash flow, and buying into equity, and you will be a smart investor.

Risk

Risk is a consideration that too few investors consider. **Ask yourself, "What if my assumptions are wrong?" In other words, do you have a "plan B"?** If you bought for short term appreciation, and the property did not appreciate in value, can you rent it out for positive cash flow? If you bought with a variable rate loan and the rates go up, will this put you out of business? If you have a few vacancies, can you handle the negative cash flow, or will it break the bank for you? Expect the best, but prepare for the worst.

Remember, whenever you look at a property to purchase, think "CLEAR"ly.

Finding the Money

Let's be honest, nothing really matters unless you know how you're going to pay for your next home or investment property. The reality is that anyone (and I mean anyone) can find the money to purchase a home. In fact, we have seen people who are over \$70,000 in debt, unemployed, and on the verge of bankruptcy purchase not one, but multiple homes at the same time. Sound impossible?

Perhaps you have good credit, a down payment and qualifying for financing will not be a problem, but you want the best mortgage for your needs, and of course, the lowest interest rate available. Sound like you?

Or maybe you just have no idea what you qualify for, this is your first purchase and you just want to learn how to get started (on the right foot).

Below is a brief outline of some basic components of getting financing and some tips to get you well ahead of the game.

Traditional Banks An advantage of using banks rather than mortgage brokers is that you get to deal with someone who knows a lot more than just mortgages. Often, what is best for you in terms of a mortgage might also play into your long term financial planning, and a mortgage broker may not be able to help you align the two. For example, your bank can take into account any credit cards or lines of credit that you may have, along with any savings or RRSP accounts to make sure you have high cash flow and low borrowing costs.

Although getting you approved for your mortgage may be your number one priority, a bank will work with you to make sure that whatever you end up with suits your lifestyle and matches your long term goals.

Some banks even have access to alternative lending sources that may be able to help if your credit is less than perfect or a transaction is out of the ordinary. Ask your banker to find out which options they provide.

Mortgage Brokers Brokers are typically self-employed and are paid by the lenders (or banks) and not by you. This means that they are motivated to get you approved and also give you great service in the hopes of future referrals. They use as many as 30 different lending sources, which even include a lot of major banks.

One of the greatest advantages of using a mortgage broker is that they work with hundreds of unique situations, often have friends in the right places and know some tricks to ensure your mortgage gets the green light. If a traditional bank denies you, a mortgage broker might be able to help.

Lines of Credit TAKE NOTE: By financing your home with a line of credit, rather than a mortgage, there are some serious benefits. The line of credit will be secured against the home similar to a mortgage; however the payment options are sometimes wide open. There are no penalties for paying off a large lump sum or clearing it completely (very important when you sell). If your monthly finances are a little short, or if monthly cash flow is the goal, then on some LOCs you can make interest only payments which will maximize your monthly income. A line of credit can also be a better way to refinance your home. You can use as much, or as little, of it as you need, and only make payments on the portion you have used.

Creative Financing How do people buy homes with no money or no credit? Well, some banks still offer zero down mortgages, however you still have to have good credit and income. Some self-employed people have lots of money, but can't prove their income. Sometimes you need non-traditional methods of financing. Here are a few possibilities:

- **Private Lenders** – some lenders will work with high risk clients and simply charge a higher interest rate.
- **Joint Ventures** – get someone else to front the money for the home and you split the future returns.
- **Vendor Take Backs** – Have the owner carry the mortgage.
- **Assumable Mortgages** – Agree to take-over the existing mortgage (only available in certain places).
- **Other Options** – Combinations of the above and others unique to the particular laws governing the area

Summary If you have enough motivation and the proper guidance, there is nothing holding you back from finding the money to purchase real estate. The key thing is to check out all your options. If you plan on spending \$100,000's on a new home, it will be well worth your time to do a little homework.

Don't let everyone pull your credit rating, have the bank run some hypothetical examples and once you find one or two you trust, then pull the details. The more times your credit is pulled, the lower your credit rating becomes. Get pre-approved and lock into an interest rate. Some lenders will hold a rate for up to 120 days. If the rate is lower when you take possession, you get the lower rate anyway. Don't get caught if rates climb. Be careful whose advice you take. Some REALTORS® are paid incentives based on the business they send a mortgage broker. Ask your REALTOR® why they recommend someone and if they receive an incentive. Review the terms of your mortgage in depth and be sure you understand the pay-out options, conditions, interest rates, etc. It can be a nasty surprise if your payment suddenly jumps or you have a large penalty for getting out early.

If you are not approved, ask why not and find out what options you have to get approved (if they can't tell you then find someone else). Sometimes it would just take an additional letter from an employer or something simple to remedy. There is always a way.



Your Customized Home Search Plan



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YOUR CUSTOMIZED HOME SEARCH PLAN - BEYOND REALTOR.CA

WE GIVE OUR CLIENTS EXCLUSIVE,
PRIVATE ACCESS TO THE MOST
CUTTING EDGE SEARCH TOOLS NOT
AVAILABLE TO THE PUBLIC.
FINDING THE RIGHT HOME FROM
ANY DEVICE, JUST GOT EASIER.

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03/09/2015 5 C3651505 S 132 ABERFOYLE Close NE 3 1/1 \$328,000

CREB Helpdesk: 403-781-1379
CREB Toll Free: 866-377-5217
Hello, Maria - Logout

Recent Searches

Cross Property

Status: ☒ Active, ☐ Pending, ☐ Under Contract, ☐ Sold, ☐ Rented, ☐ Expired, ☐ Withdrawn, ☐ Conditional Terminated, ☐ Terminated

Property Type: ☒ Attached, ☐ Detached, ☐ Apartment, ☐ Rental, ☐ Or/Not

Condo Name:

Condo Type:

Location: Map Search: No Map Selected
Within 0.25 km of My Location

Unit #: St #: St Name: St Type: Dir Sfx:

Region: Area:

Community:

Property Info: Search Price: (000s), MLS#: Total Bedrooms: Bedrooms Above Grade: Full Baths: Half Baths: Total Baths: Total Floor Area (SF): Total Floor Area A.G. (Metres):

Price: to Property Type: ☒ Attached, ☐ Detached, ☐ Apartment, ☐ Rental, ☐ Land, ☐ Mobile

Style: Community:

Area:

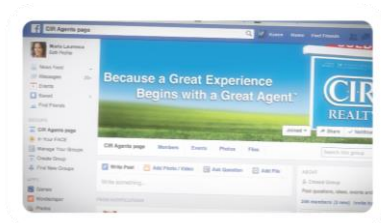
Search:

Received	Chg Ty	MLS#	S	Address	Bed/Bths	Price
03/13/2015	NEW	C4001264	A	431 ASTORIA Crescent SE	4 2/0	\$400,000
03/11/2015	NEW	C4000359	A	7 Armstrong Crescent SE	4 2/0	\$409,900
02/12/2015	DOWN	C3647944	A	924 ARCHWOOD Road SE	4 2/0	\$519,900
02/17/2015	C	C3649472	C	704 ARCHWOOD Road SE	3 3/0	\$400,000
02/20/2015	DOWN	C1650951	A	9811 7 Street SE	4 2/0	\$514,900



YOUR CUSTOMIZED HOME SEARCH PLAN - **HIDDEN INVENTORY**

Here are some additional ways that I, your REALTOR®, can search for homes that are *not* listed on the MLS® and can act as your personal customer service agent during your home search:



✓ **Collapsed Transactions:**
motivated sellers with homes under contract that do not close, and homes you may have an opportunity to purchase before they are re-listed.

✓ **Solicitation of personal network**
and in the real estate industry to find suitable properties.

✓ **Consider and track "conditionally"**
sold properties that meet your search criteria.

✓ **Search list of For Sale by Owner Properties (FSBO).**

✓ **Compile list of new builds and projects** that may meet your search

✓ **criteria.**

✓ **Add you to a VIP buyers list** for pocket and exclusive listings at CIR REALTY (Calgary's largest full service real estate brokerage), through our exclusive medias like CIR Live.

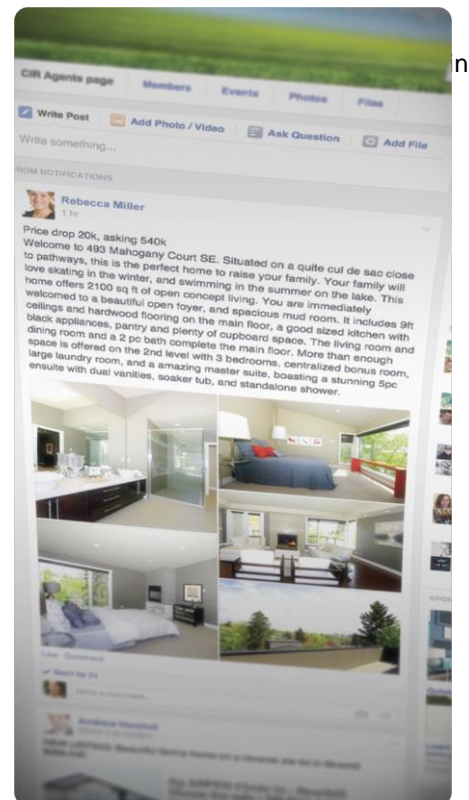
✓ **Geo-hunt for properties listed for sale** by contacting potential home sellers in your desired areas.

✓ **Landlords and Rentals: are** business people that are often open to offers and can be very motivated.

✓ **Post property wanted ads in news-** papers or on local sites such as Kijiji.

✓ **Search my personal list of** upcoming inventory.

Search for homes on lists of





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YOUR CUSTOMIZED HOME SEARCH PLAN - **MOTIVATED SELLERS**

And here are some ways that we, your real estate representatives, can help you find discounted pricing on homes that meet your search criteria:

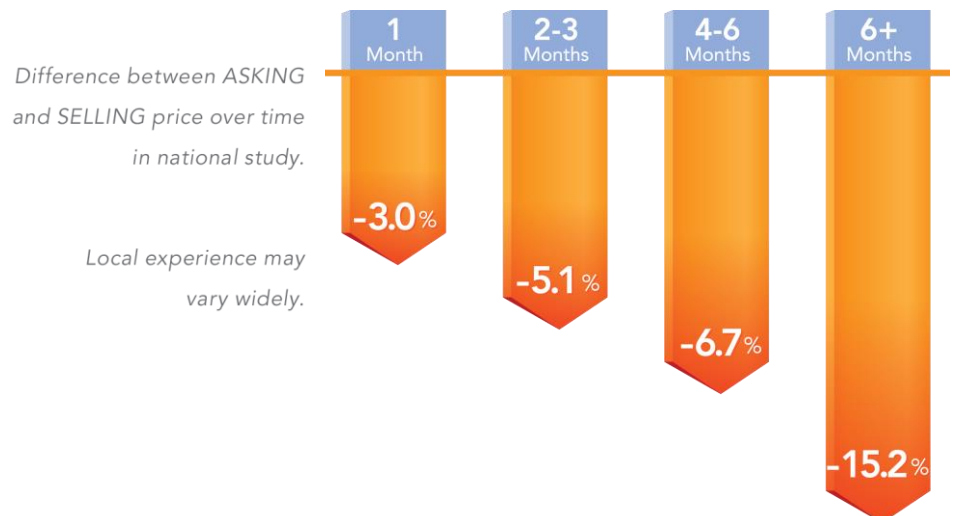
✓ **Search through foreclosures**
and send your relevant matches

✓ **Provide list of vacant homes**
with motivated sellers

✓ **Track homes that have a high**
number of days on the market
(opens up opportunity for price
reductions and negotiations)

✓ **Provide you with a list of**
price-reduced properties

As weeks pass on the market, home sellers may become more motivated.





Next Action Steps



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NEXT ACTION STEPS

MUTUAL DECISION TO WORK

TOGETHER | It is important that we to work together because 'you choose to' and never because you 'have to'. I would like to be the number one choice for all your friend's, family and your own personal real estate needs for years to come. It is also important that you understand how I am compensated for the services that I provide to you. These funds typically come from the transaction and the seller's proceeds, however other options are available depending on the structure of our relationship.

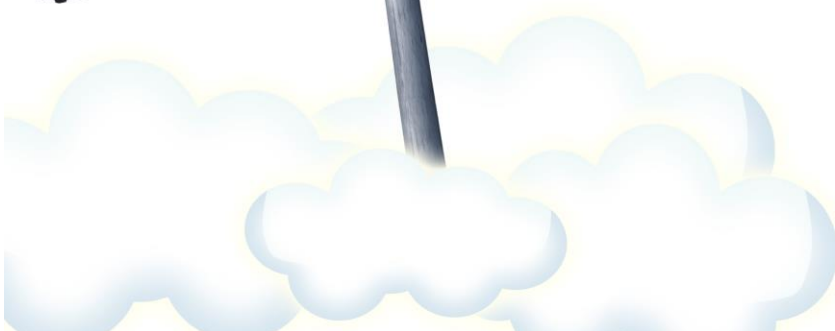
Solidify Financing | Understanding how you will be funding the purchase of your house well in advance will strengthen your negotiation position and give you opportunity to make smart decisions suitable to your lifestyle. I have great relationships with financial experts who will be able to assist you in discovering your options.

Begin Reviewing Homes | I have access to some of the most cutting edge technologies available to refine your search and narrow down our options before we get out to look at the homes. This is designed to save you time and ensure that you view the very best matches suited to your criteria.

Book Appointments for Viewing | This is the fun part of the home hunting process. We get to head out in the communities of your choice and look at the top properties that we have selected together to find the one to become your home.

Write An Offer and Satisfy Conditions | Once we find a home we like, we can work with the seller to get an offer accepted. Typically, most offers, once agreed upon, are still conditional or subject to the buyer verifying information such as a home inspection or getting a financial commitment from a lender.

MOVE IN | Crack the champagne and invite over friends for the moving party. You are finally home!



STEP BY STEP GUIDE TO BUYING (steps 1–5 of 9)

STEP 1 Get Educated | It is so important to get educated on the real estate process and industry. We are talking about one of the biggest investments of most people's lives; a little time to empower yourself will go a very long way. There are several resources you can turn to for information.

The Internet – The internet is truly the information super highway. If it isn't on the internet, it probably doesn't exist...yet.

Libraries or Bookstores – There are thousands of books written on real estate. If you are still hungry for knowledge, stop by your local library or favourite bookstore. Try to stick to something that is pertaining to the country or area you reside in, as the laws and procedures can be dramatically different.

Book a Meeting with your REALTOR® – It is important that you understand how the current real estate market will affect your particular situation and circumstances.

STEP 2 Initial Meeting or Consultation | After selecting your agent, you will want to schedule a sit down meeting. At this time you can officially meet (if you haven't already).

You don't want to skip this step. It will be virtually impossible to properly represent you without having actually sat down to discuss things as they fit your unique situation. The real estate market is constantly changing and you must be aware of where you stand. Once you have assessed your situation, this is where you will express your goals and determine an appropriate action plan so you can confidently move forward.

STEP 3 Determine How You Will Pay | There is nothing but options when it comes to financing, but you should have a good idea of how you will purchase your next home before you get too committed to looking. There are three main sources of financing.

Traditional Banks – If you already have a great rapport with your current bank, this is a good option. Usually you will be able to get pretty good terms on your mortgage.

Mortgage Brokers – They have the most options. They can use most of the major banks, plus many other lenders. They will be your best bet to truly finding the best option for your particular situation.

Creative Financing – The options here are endless and are great for investing, or if you cannot access a mortgage through the banks or mortgage brokers.

STEP 4 Start the Search | Now this is when most of the excitement really starts to happen. You already know the type of home you're looking for and the price you can afford. A property search will have to be set up to notify you (typically via email) when a new property enters the market that matches your criteria. Once you have identified some potential properties, it's time to hit the pavement.

This is where you really want to keep the goal you set during the initial meeting top of mind; it will make this process a whole lot easier, not to mention less stressful. During your showings, if you visit a property that isn't inline with your goal, it is easy just to erase it from your mind. However, if it is inline, you can easily add it to your shortlist or even write an offer. Quickly identifying a property which is inline with your goal will save you the headache of viewing hundreds of homes and getting discouraged.

STEP 5 Write the Offer | Once you have found a home that will suit your needs, the next step is to prepare and present an offer. There are several steps that have to be taken when you write your offer.

Property Research – This is where you investigate the selling history of the home and also where the price is relative to the market. To do this, an assessment of the current homes on the market and properties which have recently sold will have to be done. This is where you will get most of your fire power for determining your offer price.

STEP BY STEP GUIDE TO BUYING (steps 5–7 of 9)

Terms – Terms are the clauses that make up the contract. These are the items that are agreed to and will be upheld, otherwise there is a breach of contract. In addition to the standard terms that will be reviewed with you when preparing the offer, you can add in whatever else you need to, however, these are open for negotiation.

Conditions – Conditions, on the other hand, are clauses in the contract that must be fulfilled for the home inspection, or for the buyer to be approved for financing. The buyer or seller is then given a few days to fulfill the conditions (typically 7 to 10). This is what it is meant by a property status that is listed as pending (P) or conditionally sold (C/S). If something happens where either the buyer or seller are not satisfied with the results of their trying to satisfy their conditions, then they may walk away from the contract at no cost and with no further obligation (deposit cheques are returned). Conditions are most commonly for the buyer, but you may have a seller's condition as well.

Deposits – In order to write an offer, you will need a cheque and some available money for a deposit. This is initially a show of good faith in a transaction and is fully refundable if the conditions on the purchase are not removed. After the conditions are satisfied and removed in writing, the deposit becomes the seller's security that you will complete the purchase (non refundable).

Price – There are only two things that are negotiable in a real estate transaction, price and terms. Once you know what terms and conditions you would like on the contract, and have completed your property research, you can now effectively determine the appropriate offer.

The offer price will be determined based on all the variables affecting this specific property. What terms do we need? How many offers are there? How long has the property been on the market? And many, many more. We will not be discussing negotiating strategy here, but remember this: What unique way can we meet the seller's needs and still achieve our goals? This isn't always strictly involving price.

The Offer Presentation and Acceptance Procedure – After the offer is written and signed, it is the REALTOR'S® job to present the offer to the seller. This will typically happen one of two ways:

First, if the seller is available, the offer can be presented in person or directly to the owner of the home. The listing REALTOR® will be there to represent their client, however this is a good opportunity to meet the seller and present your case in person (much more intimate and effective).

An alternative method is by faxing the offer. This means that you will need to be accessible by phone for negotiations to occur. Once a counter offer is received, or the offer is accepted, all parties will now need to sign the documents.

STEP 6 Satisfy Conditions | Once the offer is accepted, it is time to proceed with satisfying your conditions. This process usually involves arranging and performing a home inspection, getting all your personal information and the property information to your mortgage broker or bank, or simply doing research to gather whatever information is required. As REALTORS®, we play a huge role in gathering this information and making the necessary arrangements to ensure the process continues to run smoothly.

After the necessary information is verified, a decision to proceed (or not) is made, and the appropriate written notice is provided to the seller and their agent. Once the conditions are removed, the sale is considered "firm" and the property will be marked "sold" for advertising purposes (changed from C/S or Pending to Sold).

STEP 7 Preparing for Possession | Typical possessions are 30 - 60 days, however they may be quicker...much quicker. Get the following items completed as fast as possible, as this will alleviate a large amount of stress.

Lawyers – You may have already chosen your lawyer at this point, however if you haven't, it is now mandatory that we know

STEP BY STEP GUIDE TO BUYING (steps 7–9)

who will be handling the transaction. Once you have a lawyer chosen, they will need all the required paperwork prior to you meeting with them. This is usually handled by your REALTOR® to ensure they get absolutely everything they need. You will be meeting with the lawyer about a week before you take possession and will need to provide your insurance information, the balance of your down payment, payment of fees, payment of any adjustments or taxes, sign documents, and finalize anything else that is required before you own the home.

Down Payment – If your down payment is not readily available, make the necessary arrangements to obtain it. You may need to transfer money, cash in bonds/stocks, or move money in another way. It is important to note that liquidating certain assets can take upwards of 30 days, be sure to consult your bank or mortgage broker about this.

Movers – If you are using professional movers, book early. Possession dates commonly fall on the 1st, 30th, or 15th of the month. Movers fill up their schedule very fast, so call ahead and make the arrangements early.

Insurance – When you actually meet with the lawyer they will ask to see a copy of your insurance, as it is a requirement of the mortgage. No insurance, no money. This step usually involves a simple phone call and/ or a lengthy survey. Have a copy of the listing available with all of the specifications of the home on it. Be prepared to answer questions regarding the age of the house, furnace, electrical system and roof, as well as general questions regarding square footage and the features.

Utilities – When you take possession of your new home it is very important to change your utilities over to your address in advance. This includes your phone, cable, inter- net, power, water, and gas services. Also, don't forget to cancel the utilities at your previous residence.

Mailing Address – This is the least favourite of all the steps, but it is a necessary evil. Gather all of your bills, statements, tax information, healthcare information, anything you make automatic payments on, any subscriptions, any clubs or organizations in which you belong, etc. Sit down and make a

big list of these things early, because you will forget at least three...guaranteed. Then pick up the phone and begin giving out your new mailing address and the date you will be taking possession or moving in. You might also want to have your mail forwarded, through the post office, for anything you may have missed.

STEP 8 Possession Day | Typically, possession happens at 12:00 pm on the agreed upon day. The seller's lawyer will contact your REALTOR® to notify them when keys can be released to you and to provide you with permission to access the property. From time to time, your REALTOR® can negotiate (at the offer stage) to have a walk-through of the property completed a few hours before, or the day prior to possession. If you and your REALTOR® discover any problems during the possession, these are communicated to the lawyer who will then advise on the next best course of action. It is good practice to not schedule your entire move at 12:00 pm on the possession day as small delays are not uncommon.

This day can be very exciting and very stressful, so proper planning of your move well in advance is critical. Congratulations, you are officially the owner of a new home!.

STEP 9 Follow Up | After you take possession, the transaction is complete. But, questions may still arise after the fact. Who should I contact about this? Or what should I do about that? After a few days in the property you will receive a follow up call to ensure things are in order. Write down your questions so you will be prepared for the follow up call.





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MORTGAGE and LAWYER

The following checklist is a guideline to help you to finalize your mortgage and provide all necessary information and documentation to your Mortgage Broker and Lawyer. Specifics of documents will vary depending upon the lender and conditions.

FOR THE LENDER

- | | |
|--|--|
| <input type="checkbox"/> Signed mortgage commitment | <input type="checkbox"/> Closing costs |
| <input type="checkbox"/> Signed consent form | <input type="checkbox"/> Self-employed income verification |
| <input type="checkbox"/> Signed acceptance or waiver of the life/disability form | <input type="checkbox"/> Purchase agreement |
| <input type="checkbox"/> Employment letter | <input type="checkbox"/> MLS listing |
| <input type="checkbox"/> Current pay stub | <input type="checkbox"/> Lawyer information |
| <input type="checkbox"/> Down payment verification | <input type="checkbox"/> Void cheque |

FOR THE LAWYER

- | | |
|--|--|
| <input type="checkbox"/> Insurance confirmation with all purchaser names | <input type="checkbox"/> Bank draft |
| <input type="checkbox"/> Void cheque | <input type="checkbox"/> Two pieces of identification – One with photo |
-



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BUYER INFORMATION

CLIENT PERSONAL INFORMATION

Name

Address

Home Phone

Work Phone

Cell Phone

Fax Number

Email

@

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ADDITIONAL INFORMATION and COMMENTS



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Additional Services Addendum

ADDENDUM FORM

Contract #

BETWEEN

and

Name

Name

REALTOR® will provide Client with the following additional services as required by the Client:

- 1 | Advertise for properties
- 2 | Preferred list of suppliers
- 3 | Post property wanted ads in Newspaper or on Kijiji
- 4 | Add to VIP buyer's list for pocket listing through network
- 5 | List of expired listings
- 6 | List of FSBOs
- 7 | List of new builds and projects
- 8 | List of foreclosures
- 9 | List of price reduced properties or extended DOM
- 10 | List of vacant homes
- 11 | List of properties with bonuses
- 12 | Pre-condo document review
- 13 | List of preferred vendors
- 14 | Service Guarantee:

"If I do not provide the services I said that I will provide and I cannot remedy this within 72 hours, then you are entitled to cancel this agreement."

** Some items may
require additional cost.*

Date

Date

Name (Printed)

Name (Printed)

Signature

Signature