

FIRST STEPS CHECKLIST

STEPS IN PURCHASING A PROPERTY

STEPS IN SELLING A PROPERTY

FOR BUYING

- Agree on purchase price
- Pay deposit
- Contact Solicitor
- Apply for finance
- Arrange Inspection reports
- Sign Contract - exchange

FOR SELLING

- Select agent
 - Contact Solicitor to prepare Contract
 - Check location of Title
- You can contact us on 4920 8300 without obligation to discuss these steps.**

PERSONAL ATTENTION



- **Agree on purchase price**

Once you have reached an agreement with the owners Agent to purchase your new home or land, you pay a holding deposit. The full deposit, usually 10%, is payable on exchange of Contracts.

- **Apply for finance**

Following exchange of Contracts, the balance of the purchase price is generally paid to the owner after 5 – 6 weeks, so it is important that you have your finance approved early to ensure that the money will be available.

- **Arrange Inspection reports**

Pest and Building Reports should be obtained promptly. The reports detail the quality of the home. Once Contracts have been exchanged and any 'cooling off' period has expired you accept the house in its condition. A strata record inspection report is advisable for strata title properties.

- **Sign and exchange contracts**

Exchanging Contracts removes the property from the market but provides you with a 5 day 'cooling off' period unless waived by you.

- **Select an agent**

You will have greater success in selling your home if you appoint a Real Estate Agent to sell your home. You will be able to take advantage of their experience in marketing and negotiating a sale.

- **Contact a solicitor**

Before marketing any property for sale, you are required by law to have a Contract prepared. The Contract contains all the particulars of the property, the required documents and any additional clauses. We will ensure that the Contract protects you and takes into account your particular requirements.

- **Check the location of title**

The Title Documents for your property will be required on completion of your sale. They will be held by your Bank or Building Society if you have a loan. If you have paid out any loan it will be necessary to determine the location of the documents to avoid last minute panic at the time of completion.

KILPATRICK HATTON
SOLICITORS

PROMPT RESPONSE



**KILPATRICK HATTON
SOLICITORS**

GERARD HATTON

20 years experience as a Solicitor.
Specialising in property,
business and estate law.

PETER KILPATRICK

10 years experience in legal firms.
Specialising in property
law and litigation.

OUR COMMITMENT TO YOU

- Provide expert legal advice
- Personally handle your matter
- Explain matters clearly
- Reasonable fees
- Promptly return your phone calls
- Treat you with courtesy
- Complete your matter promptly
- Provide detailed records

**LEGAL ADVICE &
PERSONAL SERVICE**



For personal service by your
Solicitor when buying or
selling property contact:

**KILPATRICK HATTON
SOLICITORS**

**161 Pacific Highway
CHARLESTOWN**
Telephone 4920 8300
Facsimile 4920 8355
Convenient parking with
level access to the office.

30 YEARS EXPERIENCE



**BUYING OR SELLING
PROPERTY?**



**KILPATRICK HATTON
SOLICITORS**

TELEPHONE 49208300

