



## Important Steps to Complete Your Purchase

Congratulations on the acceptance of your offer to purchase a HomePath property! This document can serve as a valuable worksheet to complete with your agent to help ensure you accomplish important activities and meet required timeframes necessary to close your transaction successfully and on time. If your agent has any questions on the process to purchase a HomePath property, additional resources can be found at [www.HomePath.com](http://www.HomePath.com). Also, the listing agent is a great resource for information and is happy to work closely with your agent to support a successful closing.

### Transaction Information

Property Address: \_\_\_\_\_

Title/Settlement Agent: \_\_\_\_\_

\*If you elected to use a closing and title provider other than the seller's, per the selection in Section 10(f) Real Estate Purchase Addendum, it is critical that you engage the services of your chosen provider immediately to ensure a timely transaction.

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mortgage Lender: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Key Dates

Purchase Agreement Effective Date\*: \_\_\_\_\_ Settlement/Closing Date: \_\_\_\_\_

\*Per section 1(b) of the Fannie Mae Real Estate Purchase Addendum, the Effective Date is the date of execution by Seller. This date sets forth many of the critical dates related to purchaser responsibilities under the agreement.

Activity	Timing	Deadline	Complete
Return Executed Purchase Agreement to Listing Agent.	Within 5 Days of Offer Acceptance	_____	<input type="checkbox"/>
Deposit earnest money.	Within 2 Days of Effective Date	_____	<input type="checkbox"/>
Complete application for mortgage.	Within 5 Days of Effective Date	_____	<input type="checkbox"/>
Complete property inspections.	Within 10 Days of Effective Date	_____	<input type="checkbox"/>
Where applicable, obtain and review association, development, and cooperative Governing Documents.	Within 10 Days of Effective Date	_____	<input type="checkbox"/>
Confirm title commitment is ordered and obtain copy for review.	Within 10 Days of Effective Date	_____	<input type="checkbox"/>
Confirm lender has scheduled and completed property appraisal, if applicable. Receive lender loan commitment.	In Advance of Loan Commitment Deadline in Section 3 of the Real Estate Purchase Addendum	_____	<input type="checkbox"/>
Ensure lender has provided all lender prepared closing documents to settlement agent in preparation for closing.	5 Days Prior to Closing	_____	<input type="checkbox"/>
Ensure lender has provided all required buyer disclosures.	3 Days Prior to Closing	_____	<input type="checkbox"/>
Schedule closing appointment.	3 Days Prior to Closing	_____	<input type="checkbox"/>
Complete closing appointment.	Closing Date	_____	<input type="checkbox"/>