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“BUYER’S CHECKLIST WHEN MAKING AN OFFER TO BUY AN EXISTING HOME”

By Seth Weissman of Weissman, Nowack, Curry & Wilco, P.C.

Yes	No	
_____	_____	A. <u>Familiarity with the Property</u>
_____	_____	1. Have I reviewed the boundary lines of the property I am offering to buy?
_____	_____	2. Have I requested a survey of the property from the seller to attach to my offer?
_____	_____	3. Have I confirmed whether any part of the property is in a flood plain?
_____	_____	4. Have I listed all personal property and fixtures which I desire to remain with the property?
_____	_____	5. Have I listed all obvious repairs I would like the seller to make?
_____	_____	6. Have I generally determined the age of the major components and systems in the house (i.e., roof, heating and air conditioning systems)?
_____	_____	7. Have I examined every part of the house (i.e., crawl spaces, basements, attics)?
_____	_____	8. Have I seen the house and property during inclement weather, particularly when it is raining?
_____	_____	9. If the house was constructed before 1978, have I reviewed the lead-based paint pamphlet prepared by the Department of Housing and Urban Development and received any reports from the seller on lead-based paint hazards?
_____	_____	10. Have I independently confirmed all representations of the seller and listing broker regarding the property?
_____	_____	11. Have I reviewed the Seller’s Property Disclosure Statement and attached it to my offer?
_____	_____	B. <u>Familiarity with the Neighborhood</u>
_____	_____	12. Have I confirmed the school district and political jurisdiction in which the property is located?
_____	_____	13. Have I acquainted myself with the neighborhood to see if there are any objectionable land uses or other problems such as crime, proposed road widening, or rezoning?
_____	_____	14. Have I reviewed any subdivision covenants which might apply to the property I am offering to buy?
_____	_____	15. Have I investigated the status of any homeowners associations of which I will be required to be a member?
_____	_____	16. Have I confirmed all seller and listing broker representations regarding the neighborhood?



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Yes

No

C. Making the Offer

- | | | |
|-------------------|-------------------|--|
| <u> </u> | <u> </u> | 17. Have I filled out, deleted, or marked not applicable (N.A.) all blanks in the offer? |
| <u> </u> | <u> </u> | 18. Have I read the contract in its entirety, and does it contain my entire offer? |
| <u> </u> | <u> </u> | 19. Are there any provisions in the contract which should be deleted? |
| <u> </u> | <u> </u> | 20. Have I included a reasonable time limit of my offer? |
| <u> </u> | <u> </u> | 21. Have I attached all exhibits referenced in the offer? |
| <u> </u> | <u> </u> | 22. Have all buyers signed all copies of the offer, including all exhibits requiring the signature of the buyers? |
| <u> </u> | <u> </u> | 23. Have all handwritten insertions and changes to the contract been initialed and time-dated by all buyers? |

Yes

No

D. Special Conditions

- | | | |
|-------------------|-------------------|---|
| <u> </u> | <u> </u> | 24. Have I given myself the right to terminate the contract if special needs of mine cannot be met (i.e., operating a business from the home, constructing a swimming pool in the backyard)? |
| <u> </u> | <u> </u> | 25. Have I allowed myself enough time to apply for financing, inspect the property, and close on the purchase? |
| <u> </u> | <u> </u> | 26. If I have another house or other property to sell, have I included this as a condition in my offer? |
| <u> </u> | <u> </u> | 27. Am I comfortable with the terms of the loan I have included in the contract? |
| <u> </u> | <u> </u> | 28. Do I have a sufficient down payment to complete the purchase if my loan is approved? |

Seth G. Weissman is the President of the real estate and litigation firm of Weissman, Nowack, Curry & Wilco, P.C. He graduated summa cum laude from the University of Pennsylvania, and earned a Master's in city planning from the University of North Carolina, and a J.D. from Duke University. Mr. Weissman is general counsel to the Georgia Association of Realtors, the Editor of Georgia Real Estate Law Letter, a former Chair of the Real Property Law Section of the Georgia State Bar, member of the prestigious American College of Real Estate Lawyers, and best-selling author of The Realtors Red Book.