

Roy Acuña's

Royal Illinois Real Estate Inc.

Steps for Your Home Sale

- Determine needs and timing
- Gather information on home
- Meet with sellers at home
- Review marketing plan
- Obtain listing
- Process marketing plan
- Stage property
- Input data in to Multiple Listing Service
- Install sign
- Tag keys and install lock box
- Photograph home
- Develop brochures and place in home
- Develop and submit marketing
- Inform neighborhood
- Follow up with any serious buyers
- Discuss serious buyers with seller
- Adjust value or price
- Review marketing as need be
- Present all written offers to seller
- Process due diligence of serious buyers
- Explain buyer's potential to Seller
- Guide clients through all contract negotiations
- Obtain contracts and earnest money check
- Deposit check in earnest money account
- Report sale to Multiple Listing Service
- Distribute contracts to parties and agents
- Meet appraiser if need be
- Talk with clients as contracts move through process
- Arrange final walk through
- Close sale
- Thank clients!

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