

UNDER CONTRACT!

The Offer Is Signed.

NOW WE TURN THE AGREEMENT
INTO A SUCCESSFUL CLOSING.



WE'RE UNDER CONTRACT—CONGRATULATIONS!

The closing process begins now. Here's what to expect, what you can do, and how we'll work together to get you to **the finish line**.



1. YOUR CLOSING TEAM

WHO WILL MANAGE YOUR CLOSING?

You'll decide who will manage the seller side of your closing once we are under contract.



USE THE SAME CLOSING COMPANY

This can create a streamlined process and may be a more economical option.



HIRE YOUR OWN ATTORNEY

You may prefer separate legal representation, particularly for a more complex transaction or when circumstances warrant additional legal guidance.



NOT SURE WHICH WAY TO GO?

I'll help you understand your options—and if you need an attorney, I'm happy to provide names of professionals I've worked with.



2. COMMUNICATION IS KEY FROM HERE TO CLOSING

There will be a lot of moving pieces between now and closing. Please keep me informed of anything related to your home or this transaction that could affect the process. I'll do the same—keeping you updated on important developments, deadlines, and action items.



PROTECT YOUR INFORMATION

NEVER send sensitive, financial, or personal information without first verifying that you are communicating with a legitimate closing company, attorney, lender, or other authorized transaction participant.

3. YOUR CLOSING RESOURCES



INDIVIDUALIZED CLIENT PORTAL

Your personalized Client Portal is the best place to find information specific to your transaction, including:

- ✓ Important Dates
- ✓ Key Tasks
- ✓ Contract Documents
- ✓ Transaction Contacts

Your portal uses secure token-based access, so there is no password to remember.



SELLER WEB PAGE

Remember to take advantage of the Seller Web Page I created to step through the process of selling your home. This page has helpful information and resources walking through the general home sale & closing process.



4. IMPORTANT DATES & DEADLINES

I'll help track the important dates associated with your transaction. For the most current information specific to your closing, please **always refer to your Individualized Client Portal**.



A NOTE ABOUT WEEKENDS & HOLIDAYS

The NABOR Sales Contract provides that, except as otherwise expressly provided by law, if the Closing Date, a deadline, or the last day of any time period falls on a Saturday, Sunday, or federal legal holiday, the deadline is extended to the following business day.

THE ROADMAP TO CLOSING

1 CLOSING TEAM SELECTED

You choose how your side of the closing will be managed.

2 CLOSING INTAKE COMPLETED

Provide the information needed so your closing team can get started.

3 BUYER DEPOSIT RECEIVED

The deposit is wired to the escrow agent and held per the contract.

4 INSPECTIONS

Buyer schedules inspections and reviews the results.

5 CONTINGENCIES & DEADLINES

Important dates are tracked and contingencies are addressed.

6 REPAIRS & RESPONSIBILITIES

Agreed upon repairs completed and other responsibilities met.

7 FINAL PREPARATIONS

Final walkthrough, documents prepared, and closing scheduled.

8 CLOSING DAY!

Documents signed, funds disbursed, keys exchanged. Congratulations!

One Step
Closer to
Closing!



FROM CONTRACT TO CLOSING,
*I'll Guide You Every Step
of the Way!*

- ✓ Tracking Deadlines
- ✓ Coordinating Details
- ✓ Keeping You Informed
- ✓ Working Toward a Successful Closing



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