ESCROW PROCESS

Offer is Accepted

Email a copy to client(s), lender, and escrow

Contingencies

SRPD, Title Report, Inspections, Appraisal, HOA Resale Package, Loan

Also During Escrow:

- Order home warranty
- MooveGuru
- Schedule Signing at Title/Mobile Notary if needed

Closing

- Signing
- Utilities
- Key Exchange after recordation
- Gif

Backagent

All documents, even rejected offers, must be uploaded within 3 days of signature.

SRPD

Delivered to Buyer upon Acceptance (4 B. days contingency)

Inspections

Ordered by buyer's agent, notify listing agent of date/time

Notice of Required Repairs

Delivered to Listing Agent within Inspection Contingency timeframe

HOA Resale Package

Ordered by escrow officer within 5 days of acceptance

Preliminary Title Report

Ordered by Escrow Officer (ordered within 2 days)

Appraisal Contingency

Ordered by lender

Loan Contingency

Waiting for "Clear to Close" from lender after appraisal