



Guide to Buying a Home







206.618.1280
sabranie@windermere.com
sabranie.withwre.com

CULTIVATING A COMMUNITY, ONE HOME AND ONE DREAM AT A TIME!

Growing up in the small town of Anacortes, Washington provided me the foundation for my strong belief in Community. A place to call home, to belong, to feel safe and loved is what we all want.

I am committed to my community and actively participate in many volunteer roles here in the South Seattle neighborhood of Columbia City / Seward Park / Mount Baker. Living, Working, and playing in the most diverse zip code in America, I feel there is no better place to raise my family and to call home.

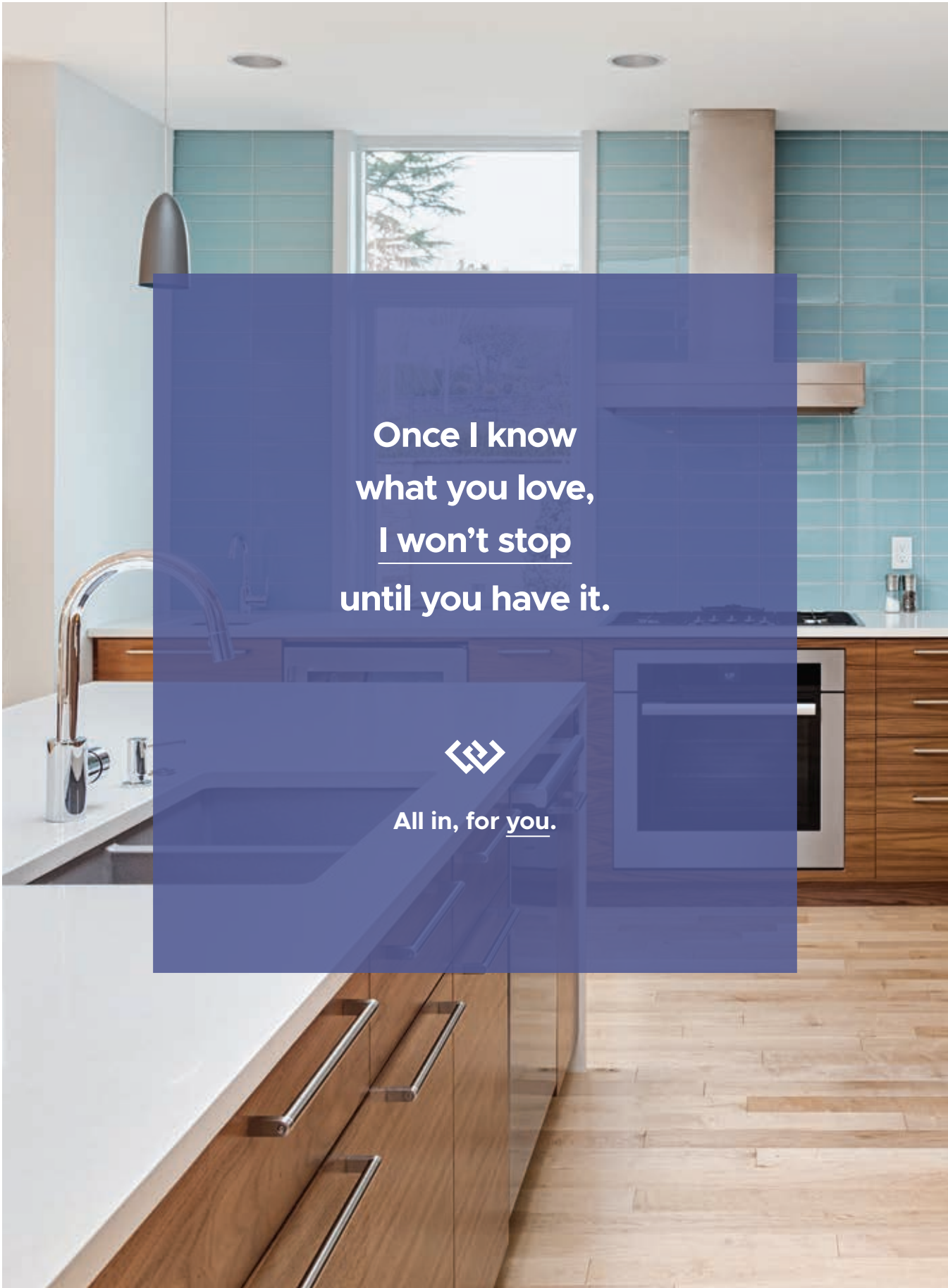
I take great pride as a Realtor to be in the position to help others find their spot in our community, to belong, feel safe, loved, and HOME. Whether you are moving across the city, to another local in our great state, or across the country I would be honored to assist you with your real estate goals. I work with home sellers and buyers of all types - relocation, down sizing, first time home buyers, move up buyers, estate sales, condos, new construction, and everyone in between.



INDUSTRY EXPERIENCE

Prior to becoming a real estate broker, for many years I was actively involved in the real estate industry in Seattle as a property manager and real estate investor. As an investor, I bought and sold homes, taking great pride in renovating properties that otherwise may have been demolished. It is such a great feeling to walk by those homes today, see the new homeowners enjoying their beautiful spaces, and know that I played a part in their happiness.

In 2010 I realized my dream of becoming a real estate broker and joined the Windermere Mount Baker office just a 3 minute drive or lovely walk from my home of many years. The integrity of this office is unparalleled and has a reputation that is second to none. We are the only major real estate office in SE Seattle and the fifth Windermere office in the city.

A modern kitchen with light wood cabinetry, a white countertop, and a blue-tinted glass backsplash. A stainless steel sink and faucet are visible on the left. A large window in the background shows greenery outside. A semi-transparent blue rectangle is overlaid in the center, containing text and a logo.

Once I know
what you love,
I won't stop
until you have it.



All in, for you.

Guiding your purchase

When we work together on your home-buying journey, my goal is for you to stay informed, be confident and have some fun along the way. I'll listen attentively to your wants and needs so I can help you find the home that not only matches your lifestyle and investment goals but also feels right. I want you to arrive at your new home feeling successful, hopeful, and happy.

Advising you before the transaction, I'll make sure you understand all the terms, processes and documents involved. I'll provide real-time market data and helpful information so you can make informed decisions. You can be confident you have a skilled negotiator working on your behalf and assured that all action items and communications are being handled thoughtfully and professionally.

DECIDING TO BUY A HOME IS A BIG STEP. HERE ARE SOME OF THE SERVICES I PROVIDE:

Share actionable market intelligence

Focus your home search

Explain contracts and documents

Refer you to a respected lender

Provide resources for a bridge loan or making a cash offer

Preview and tour homes

Refer you to an inspector and attend inspections

Write an intelligent offer that can win

Negotiate purchase terms and timetables

Coordinate the many moving parts of the transaction all the way through closing

Answer all of your real estate questions



Getting to know you

Before I can help you buy a home, I need to know a few things about you. We'll start with a consultation, during which you'll explain what you're looking for in your new home. We'll discuss different ways to get there, based on both your specific situation and the current state of the market.

This initial conversation is about more than learning which floor plans you prefer or what your budget might be—it's also a chance for us to get to know each other as people. My practice is built on relationships, so it's important for us to build a foundation of trust and transparency as we move forward.

As you start the active home search process, I'll help you refine your search criteria, narrowing in on neighborhoods, commute times and floor plans that match your specific needs. I'll also use my personal network and Windermere's resources to keep you informed of any new and promising listings that come on the market.



A CONFERENCE CALL



A CUP OF COFFEE



AN OFFICE VISIT





Whether it's about a new listing or an offer we've submitted, I'll tailor my communication to match the method and frequency you prefer.

**IF YOU'RE SEEKING YOUR FIRST HOME OR YOUR FIFTH,
I CAN ADVISE YOU ON ANY REAL ESTATE PURCHASE.**



First home



Upsizing



Downsizing



Relocating in or out of the area



Investment property



Vacation home

Figuring out financing

NECESSARY STEPS BEFORE YOUR HOME SEARCH

To make your home search process as smooth as possible, it's crucial that you have your finances and budget in order **before** you start seriously looking at homes. In a competitive region and real estate market such as ours, having financing pre-approval is key to your success (unless you plan to pay cash). To get pre-approved for a loan, you'll need to connect with a mortgage lender. Who you work with on the financial side is entirely your choice, but I'm always happy to recommend some trusted and knowledgeable lenders who have been integral to my clients' success. Some lenders even offer a certified buyer program, which serves as a type of performance guarantee to a seller who is considering multiple competing offers.

About 30% of successful buyers in our region are cash buyers. If you intend to purchase with all cash, it's important to know that there is likely to be competition from other cash buyers. As a result, it's crucial that your funds be available in liquid form—this could propel you ahead of a buyer who hasn't yet converted other holdings to

Financial benchmarks for buyers



PRE-QUALIFICATION:	Determination of your probability of obtaining a loan.
PRE-APPROVAL:	Lender verification of your income and credit approval. Obtaining pre-approval early in the process can give you and the seller greater confidence in your ability to close on the purchase.
PERFORMANCE GUARANTEE:	Lender certification of your ability to be issued a loan based on a combination of your financial profile and the proposed purchase price of the subject property.
CASH BUYER:	Ability to purchase the home based on verified cash holdings rather than lender financing.



Buying first and selling later?

Since a bridge loan can give you a stronger negotiating position and ease the pressure of having to sell before you buy, speak with your lender about whether they have a bridge loan product. If they don't, Windermere's exclusive bridge loan program can be the perfect solution. The approval process takes only a few days and the fee is just one percent of the loan amount. No payments are necessary on the loan before your home closes unless you choose to make a payment. The principal and interest are due when the home closes, or six months following disbursement, whichever comes first.

WINDERMERE **BRIDGE LOAN**

THE WINDERMERE BRIDGE LOAN PROGRAM OFFERS YOU:

- A stronger negotiating position
- A simple application
- Fast processing
- No payments due before closing
- Competitive fees and interest rates

**Buying a home isn't
always a walk in the park.**

I just want it to feel like one.



All in, for you.



Determining your maximum price

Understanding how much you can afford is crucial before you start searching for a home. You'll likely work with a lender or financial advisor to calculate your max budget, but before you do, consider taking these steps:

CHECK YOUR CREDIT REPORT

It's best to check your credit report before your lender does so you can correct any mistakes you find before your lender sees them. It also gives you an opportunity to explain any blemishes that show up on your report.

KNOW YOUR CREDIT SCORE

When you check your credit report, you can also check your credit score. (This is known as a "soft credit check" and will not affect your overall credit.) Your score can impact how much lenders are willing to loan you as well as the interest rate you qualify for.

DETERMINE YOUR DOWN PAYMENT

The decision about how much of a down payment you're prepared to make is entirely up to you. The size of your down payment may impact the financing terms your lender gives you. Also, it's typical that a down payment of less than 20% will require you to purchase Private Mortgage Insurance (PMI).

WHAT NOT TO DO WHEN BORROWING MONEY

- Change jobs, become self-employed or quit your job
- Buy a car, truck, motorcycle or van
- Use credit cards more than normal
- Stop paying bills
- Spend money you have saved for closing
- Omit debts or liabilities from your loan application
- Buy big-ticket items (such as furniture)
- Originate any inquiries into your credit or apply for new credit cards
- Make large cash deposits without checking with your loan officer
- Change bank accounts
- Co-sign a loan for anyone
- Change marital status



Start touring

SETTING UP A SUCCESSFUL SEARCH

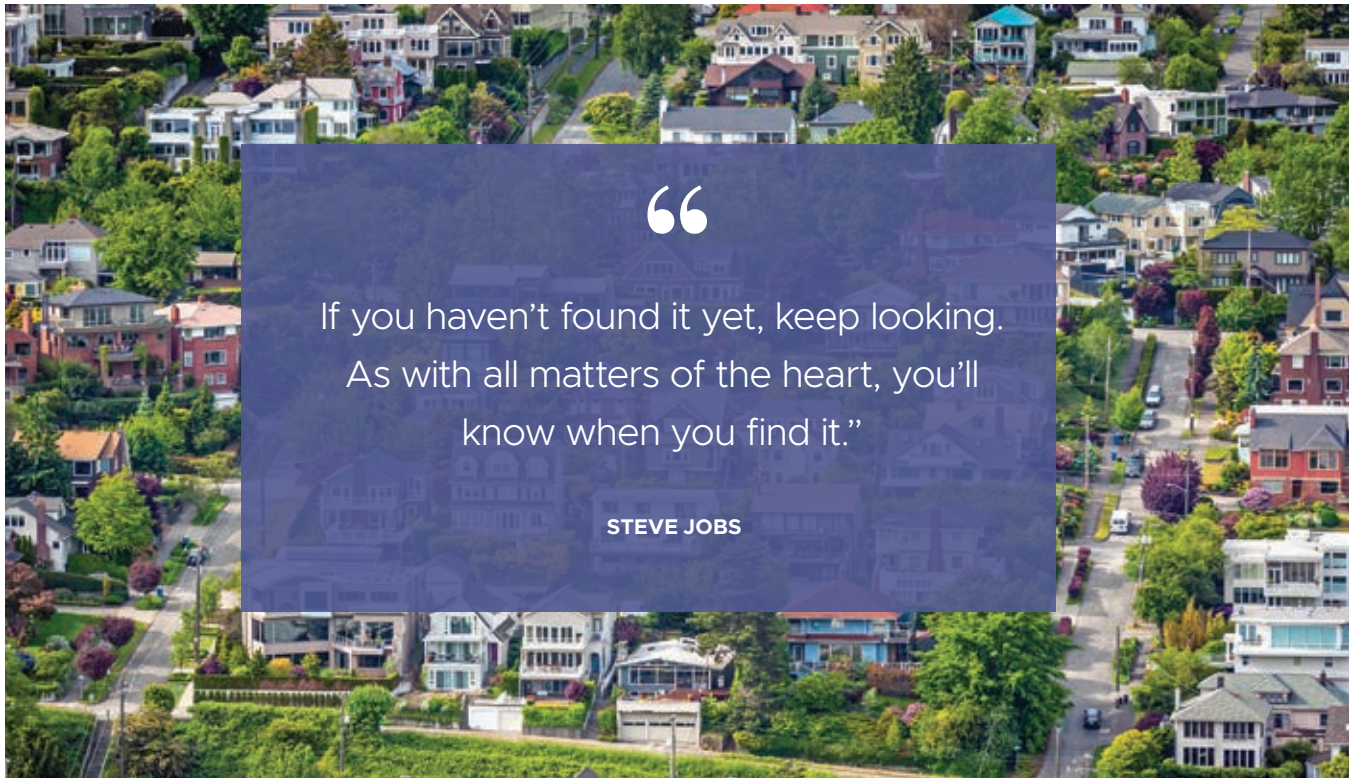
Once you've determined your budget and we have an idea of what you're looking for, we'll start touring listings. This process will help you get a sense of what you can expect from different types of homes, your price point and the vibe of various neighborhoods.

It will also help me get a better sense of your wants and needs in order to continue refining our search.

While the market may be more competitive at certain times, I want you to feel comfortable with every decision you make. There is no right or wrong number of listings to view, nor is there a specific timeline you have to stick to during the search. To help you be confident in your selection, I'll lay out the pros and cons of each contending property. My advice will always be honest and backed up by relevant data.

QUESTIONS TO ASK YOURSELF BEFORE YOU START LOOKING:

- How long do you see yourself living in your home?
- What features are most important to you in a home?
- What neighborhoods and home styles within your budget attract you the most?
- What is your commute tolerance?
- Do you have any specific lifestyle factors that your home must accommodate now?
- Considering any family or roommates, is your household likely to stay the same size?



“

If you haven't found it yet, keep looking.
As with all matters of the heart, you'll
know when you find it.”

STEVE JOBS

Due diligence

LET'S TAKE THE TIME TO MAKE SURE THIS REALLY IS THE BEST HOME FOR YOU.



Work with your mortgage professional to be sure that you are comfortable with the price or monthly payment of the home.



Get your questions answered about the neighborhood (it can help to talk to neighbors).



Do a thorough inspection of the home (sewer lines, etc.).



Research schools, commute times, public transit options, etc.



Review comparative home values.

WALKING YOU THROUGH INSPECTION

Home inspections are a critical part of the home-buying process. They can take the mystery out of buying a home and make it easier for you to imagine yourself living there. Whether commissioned by you or the seller, the inspection will look beyond the home's cosmetics to make sure its general systems operate properly. The inspector will look for large repairs that are needed and present a detailed report on the condition of the home.

As your buyer's agent, I'll help you:

- Find a well-regarded inspector
- Review a seller-procured inspection report
- Review your buyer-procured inspection report
- Help you determine your risk tolerance for required repairs
- Negotiate fair and appropriate solutions if necessary

A home inspection benefits all parties involved by providing insight into the condition of the home, thereby making you an informed buyer.



Putting together your offer

Before writing your first offer on a home, I'll guide you through its various components, including the Purchase and Sale Agreement, state-required forms, all contingencies, and what you'll need to prepare to back up an offer financially.

PREPARING THE OFFER

When you're ready to make an offer on a specific property, I will:

- Perform a market analysis to show how the home compares in value to recent listings and sales
- Work with you to devise a comprehensive strategy for your offer
- Tailor your offer to your comfort level and to the unique circumstances of the listing

PRESENTING YOUR OFFER TO THE SELLER

Once we've written up the Purchase and Sale Agreement and all associated forms, I will:

- Call the seller's agent to inform them that your offer is coming via email
- Tell them a little about you and briefly preview the offer
- Follow up to confirm they received your offer



SECURING YOUR INTEREST WITH A DEPOSIT

Earnest money is a "good faith" deposit submitted with your offer that shows the seller you are serious about purchasing their home.

- The amount of earnest money and the terms surrounding it can make a difference in how attractive the seller finds your offer.
- In a traditional real estate market, it's rare for a buyer to lose the earnest money. If the buyer willfully decides, however, that they no longer want to buy the house and has no legal reason for rescinding their offer, then the seller has the right to retain the earnest money.
- In a very competitive market such as ours, earnest money can convey the seriousness of your commitment to purchasing the property. For example, you may authorize that your earnest money be converted into a non-refundable deposit. This signals to the seller that you are all in and willing to risk your deposit in order to secure the purchase.



WINNING OFFER STRATEGIES

Our real estate market is a competitive one. To help you navigate the realities of this landscape when we put together your offer, I'll investigate recent sales data to anticipate the level of competition we may face. I'll also connect with the listing broker to gauge the market's reception of the particular home. Then I'll advise you on specific strategies to maximize the chances your offer will be accepted by the seller, which may include:

PRICE & ESCALATION

In a multiple-offer situation, it may be prudent to offer a price-escalation provision—or escalator clause—to strengthen your offer against competing offers. To do this correctly and confidently, you'll need to know your uppermost price tolerance for the purchase. At that point we'll discuss how an escalator can help your offer stand out, as well as any tactics that might minimize the chances a bidding war will escalate to your maximum budget.

CONTINGENCIES

When we submit an offer on a listing that is expected to receive competing offers, we'll discuss the pros and cons of waiving certain contingencies. These include the inspection, financing, appraisal and title contingencies. I'll counsel you about the impact of each contingency and the risks associated with waiving them.

EARNEST MONEY

Any offer we make will require you to commit a certain dollar amount as a good-faith deposit. In a competitive situation, the more earnest money you can commit, the more your offer may stand out to the seller. Another tactic is authorizing escrow to convert earnest money into a nonrefundable deposit upon offer acceptance. Depending on the level of buyer interest in the listing, we may discuss the benefits of such a maneuver and your tolerance for making it.

TIMING

In a competitive scenario, it may also help to offer a specific closing timeline if that's meaningful to the seller. A favorable rent-back provision may also appeal to the seller so they have more time to vacate the property. Either way, I'll work to ascertain the seller's preferences before we write the offer.

Purchase and Sale Agreement

Before you submit an offer on a home, I'll guide you through the Purchase and Sale Agreement, the contract in which you and the seller outline the details of the property transfer.

THE PURCHASE AND SALE AGREEMENT USUALLY CONSISTS OF THE FOLLOWING:

Earnest money declaration

Financing addendum

Inspection addendum

Optional Clauses addendum (Form 22D)

Addendum outlining special conditions (WRE41)

Lead-based paint notification, when appropriate

FIRPTA (Form 22E)

Title review

THE FOLLOWING FORMS WILL USUALLY BE INCLUDED WITH YOUR OFFER:

Agency disclosure form

Seller disclosure statement (Form 17)



Settlement & closing

Before mutual acceptance, a closing date is agreed upon by you and the seller. “Closing” is when you each sign all the paperwork and pay your share of the settlement fees, and the documents are recorded. Settlement obligations vary widely due to specific contract language, local laws and customs. Prior to the closing date, the escrow officer will complete a settlement statement detailing all the expenses associated with the purchase of your new home.

THE BUYER PAYS FOR:

Down payment on the home

Buyer's escrow fee (according to the contract)

Lender's extended title insurance premium (ALTA)

Document preparation (if applicable)

Prorated property taxes (from date of acquisition)

Prorated Homeowners Association dues
(from date of acquisition) if applicable

Recording fees for all documents in buyer's name

Notary fees, if applicable

Homeowner's hazard insurance premium for first year

Inspection fees (according to contract)

Loan fees as agreed with lender

Interim interest on new loan, prorated from date
of funding to first payment date

THE SELLER PAYS FOR:

Seller's escrow fee (according to contract)

Owner's title insurance premium

Real estate service fees (according to contract)

Payoff of all encumbrances (loans) in seller's name

Prorated property taxes (prior to date of sale)

Any judgments, tax liens, assessments or encumbrances
placed against property title

Any unpaid Homeowners Association dues

Recording charges to clear all documents of record
against the seller

Excise tax, if applicable, determined by county
and based on sale price



Sample buyer closing costs

± \$30

CREDIT REPORT

± \$1,300

1/2 ESCROW FEE
(ON A \$900K HOME)*

± \$1,000

APPRAISAL

± \$250

SEWER INSPECTION

± \$500

PROPERTY INSPECTION

20%

ESTIMATED DOWN PAYMENT

The only out-of-pocket costs (not financed in your loan) are typically home inspections, appraisal, and your down payment. A good rule of thumb is to budget around 2.5% of your loan amount (not including your down payment) to cover these costs.

**Fees determined by sale price and/or loan amount.*

TAKING POSSESSION

You will sign your closing documents a couple days prior to closing. On the day of closing, typically the documents are recorded at the county in the late afternoon and you will have access to your new home in the early evening.

I will keep in touch to find out how things are going, and I'm always happy to answer any questions you might have. I can also provide referrals (plumbers, electricians, etc.) and give you updates on the value of your home going forward.

If you are happy with my service, I would love to help your friends and family. I always have time for your referrals!



Glossary

ADJUSTABLE-RATE MORTGAGE (ARM) interest rates on this type of mortgage are periodically adjusted up or down depending on a specified financial index

AMORTIZATION a method of equalizing the monthly mortgage payments over the life of the loan, even though the proportion of principal to interest changes over time. In the early part of the loan, the principal repayment is low, while the interest payment is high. At the end of the loan, the relationship is reversed.

ANNUAL PERCENTAGE RATE (APR) the actual finance charge for a loan, including points and fees, in addition to the stated interest rate

APPRAISAL an expert opinion of the value or worth of a property

ASSESSED VALUE the value placed on a property by a municipality for purposes of levying taxes. It may differ widely from appraised or market value.

CERTIFICATE OF TITLE a document, signed by a title examiner, stating that a seller has an insurable title to the property

CLOSING the deed to a property is legally transferred from seller to buyer, and documents are recorded

CLOSING COSTS charges paid to various entities during the real estate transaction, including escrow fees, document prep fees and lender fees

COMMISSION a fee (usually a percentage of the total sold price) paid to an agent or broker for services performed

COMPARATIVE MARKET ANALYSIS (CMA) a survey of the attributes and selling prices of comparable homes—on the market or recently sold—used to help determine current value for a specific property

CONTINGENCY a condition in a contract that must be met for the contract to be binding

CONTRACT a binding legal agreement between two or more parties that outlines the conditions for the exchange of value (for example: money exchanged for title to property)

DEED a legal document that formally conveys ownership of a property from seller to buyer

DOWN PAYMENT a percentage of the purchase price that the buyer must pay in cash and may not borrow from the lender

EQUITY the value of the property actually owned by the homeowner: purchase price, plus appreciation, plus improvements, less mortgages and liens

ESCROW a fund or account held by a third-party custodian until conditions of a contract are met

FIXED-RATE MORTGAGE interest rates on this type of mortgage remain the same over the life of the loan, unlike an “adjustable-rate” mortgage

FIXTURE a recognizable entity (such as a kitchen cabinet or light fixture) that is permanently attached to a property and belongs to the property when it is sold

HAZARD INSURANCE compensates for property damage from specified hazards such as fire and wind

INTEREST the cost of borrowing money, usually expressed as a percentage rate

LIEN a security claim on a property that may only be released once a legal issue or a debt is cleared up

MARKET VALUE the price range of a property that is established by present economic conditions, location and other general trends

MORTGAGE security claim by a lender against a property until the debt is paid

MULTIPLE LISTING SERVICE (MLS) a system that provides detailed information about listed properties to its members and their clients

ORIGINATION FEE application fee(s) for processing a proposed mortgage loan

PITI principal, interest, taxes and insurance, forming the basis for monthly mortgage payments

PMI (PRIMARY MORTGAGE INSURANCE) insurance for the lender to cover potential losses if the borrower defaults on the loan

POINT one percent of the loan principal, charged in addition to interest and fees

PRINCIPAL (1) one of the parties to a contract; or (2) the amount of money being borrowed, on which interest is charged

PURCHASE AND SALE AGREEMENT a contract between buyer and seller that outlines the details of the property transfer (refer to "Purchase and Sale Agreement").

SETTLEMENT all financial transactions required to make the contract final

TITLE a document that indicates ownership of a specific property

TITLE INSURANCE a one-time premium that a buyer pays in order to secure protection against loss or damage in the event of an incorrect search of public records or misinterpretation of title. The title insurance policy also shows what the property is subject to in terms of liens, taxes, encumbrances, deed restrictions and easements.

TITLE SEARCH detailed examination of the entire document history of a property title to make sure there are no legal encumbrances



Home Buying Frequently Asked Questions

WHAT IF WE NEED TO SELL OUR HOME BEFORE WE BUY A NEW ONE?

To put yourself in the best negotiating position before you find the new home you want, hire a qualified real estate agent to help you put your home on the market. Once you write an offer on a new home, your offer will be “contingent” upon the sale of your home. A buyer in this position may not have the same negotiating power as one whose home has already sold (or at least has an accepted offer). The seller may be hesitant to accept your offer because there are too many things that must happen before the sale can close.

HOW DOES OUR OFFER GET PRESENTED TO THE SELLER?

We will call the listing agent for the home you have chosen to better understand the level of buyer interest and seller “hot buttons”. We will make arrangements with the seller to present your offer. We will be there to explain the details of your offer and negotiate on your behalf.

WHAT HAPPENS IF WE OFFER LESS THAN THE ASKING PRICE?

If you offer less money, the seller has three options. They can accept the lower offer, counter your offer or reject it completely. Remember that there could be other buyers interested in the home. If they write an offer at the same time, the seller may have multiple offers to compare. There are usually many aspects of each offer to consider, but ultimately the seller will want to accept the best and most complete offer. In hot markets, there may be many buyers vying for the same house, which sometimes drives the final sale price above the original listing price. We can help you plan your strategy, based on the current real estate market in our area.

DOES IT COST ME MONEY TO MAKE AN OFFER?

When you write the offer on the home you’ve chosen, you will be expected to include an earnest money deposit. The deposit is a sign of your good faith that you are seriously interested in buying the home.

WHERE DOES OUR EARNEST MONEY GO?

Once the buyer and seller have a mutually accepted offer, the earnest money is deposited into a trust account. That deposit becomes a credit to the buyer and becomes part of the purchase expense.

CAN WE LOSE OUR EARNEST MONEY?

Real estate contracts are complicated legal transactions. This is another area where having a knowledgeable and professional agent is a necessity. Rarely does the buyer lose the earnest money. Most often, if the transaction falls apart, there are circumstances beyond the buyer’s control that cause it to happen. If the buyer willfully decides, however, that they no longer want to buy the house and has no legal reason for rescinding their offer, then the seller does have the right to retain the earnest money.

IS THAT ALL THE MONEY THAT’S INVOLVED?

Some lenders require the cost of the appraisal and credit report at the time of the loan application.



Ten things that take stress out of home buying

- 1.** Find a real estate professional that you like working with. Home buying is not only a big financial commitment, but also an emotional one. It's critical that the practitioner you choose is both skilled and a good fit with your personality.
- 2.** Remember, there's no "right" time to buy, any more than there's a right time to sell. If you find a home now, don't try to second guess the market by waiting. Changes don't occur fast enough to make a big difference in price, and good homes won't last long.
- 3.** Don't ask for too many opinions. It's natural to seek reassurance for such a big decision, but too much varied input will make it much harder.
- 4.** Accept that no house is ever perfect. Focus on the things that are most important to you and let the minor ones go.
- 5.** Don't try to be a killer negotiator. Negotiation is a part of the real estate process but trying to "win" by getting an extra-low price may lose you the home you love.
- 6.** Remember that homes don't exist in a vacuum. Do not get so caught up in the physical aspects of the house itself that you forget such issues as amenities, noise level, etc. These can have a big impact on your day-to-day enjoyment of your new home.
- 7.** Don't wait until you've found a home to get pre-approved for a mortgage. Presenting an offer contingent on unresolved issues will make your bid much less attractive to sellers.
- 8.** Factor in maintenance and repair costs in your post home-buying budget. Even if you buy a new home, there will be some costs. Don't leave yourself short and let your home deteriorate.
- 9.** Accept that a little buyer's remorse is inevitable and will probably pass. Buying a home, especially for the first time, is a big commitment, but it also yields big benefits.
- 10.** Choose a home because you love it; then think about appreciation. A home's most important role is as a comfortable, safe place to live.

Escrow Defined

Escrow is an impartial third party process in which documents and funds are deposited by buyers, sellers and lenders to facilitate the closing for a real estate transaction. Escrow is required to follow mutual written instructions from all parties

Escrow will coordinate with the buyer, seller and lenders to obtain required signatures on all documents, work closely with the title officer to clear liens and encumbrances against the property, and record the documents with the county.

WHY DO WE NEED ESCROW?

Escrow assures all parties to a transaction that no funds are delivered and no documents are recorded until all conditions in the transaction have been met.

HOW DO WE OPEN ESCROW?

Opening escrow is the first step in the closing process. Generally, to open escrow, the parties to a transaction deliver to an escrow company the earnest money check and the purchase and sale agreement, which outlines the transaction and provides the closing date, contingencies and financing details. Anyone involved in a transaction can “open the escrow” but generally your real estate agent will do so. In the case of a for-sale-by-owner or fsbo, the buyer, the seller or both may open escrow. And record the documents with the county.

WHY DO WE NEED ESCROW?

Escrow assures all parties to a transaction that no funds are delivered and no documents are recorded until all conditions in the transaction have been met.

HOW DO WE OPEN ESCROW?

Opening escrow is the first step in the closing process. Generally, to open escrow, the parties to a transaction deliver to an escrow company the earnest money check and the purchase and sale agreement, which outlines the transaction and provides the closing date, contingencies and financing details. Anyone involved in a transaction can “open the escrow” but generally your real estate agent will do so. In the case of a for-sale-by-owner or FSBO, the buyer, the seller or both may open escrow.

WHO SETS THE CLOSING DATE?

The buyer or seller may select the closing date, but both must agree to it. The purchase and sale agreement may state the closing date as “Closing to occur on or before October 20th, 2017.” In most cases, closing occurs 30, 60 or 90 days from the date a purchase and sale agreement is signed.

WHAT DO CLOSING COSTS INCLUDE?

The closing costs will include title search fees, taxes, notary fees, loan fees, escrow fees, recording fees, re-conveyance fees, the real estate sales commission, and other charges.

WHO CHOOSES THE ESCROW COMPANY?

The parties involved in the transaction decide which escrow company will close the transaction. Although it is very common for your real estate agent to recommend an escrow closer, the parties have the right to choose an escrow closer they feel is competent and experienced. The law prohibits escrow companies from paying referral fees to real estate agents, to protect the parties’ right to select their own escrow closer.



Understanding the appraisal process

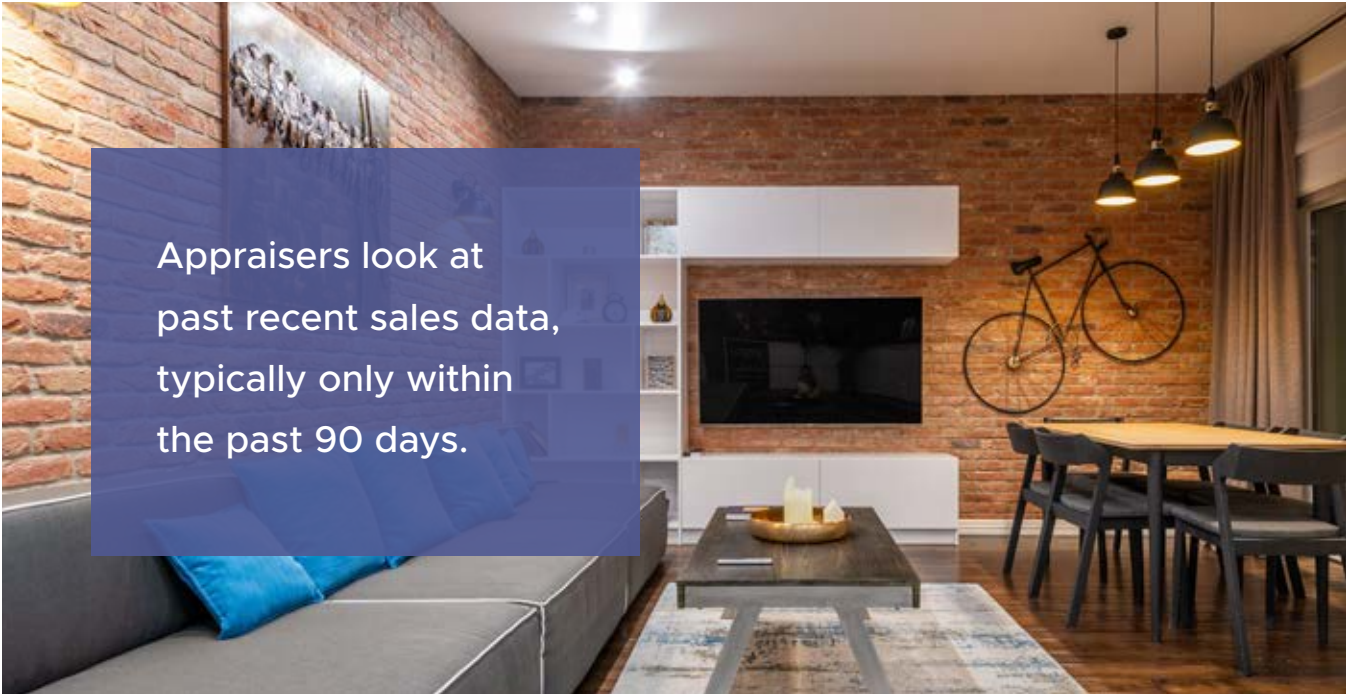
Since taking effect, the Home Valuation Code of Conduct (HVCC) has been a source of considerable concern. The new rules create a hard firewall between those who underwrite loans and those who hire appraisers, and underwriters now work with appraisal management companies (AMCs) to select appraisers. As a result, fees to appraisers are going down, appraisals are taking longer, and, perhaps most importantly, deals are falling through when appraisers are chosen who are not familiar with a market area.

When appraisers put together a valuation for a lender, they are looking at what is standard for the area, comparing the property to other like properties in terms of location, style, size, amenities, etc. They are looking at past recent-sales data (typically within the past 90 days ONLY) and mixing it all together to try to get an idea of what the market says the house is worth... not the buyer and seller.

When a buyer and seller agree upon a final price, and an appraisal is completed with the value showing for LESS than that price...it's a problem. The bank will not loan more money than the appraisal says it's worth; the seller wants the amount that the buyer agreed upon, and the buyer presumably wants to buy. When there is a shortfall, there are only 3 options: a) the buyer walks away, b) the seller reduces the price or c) the buyer adds more money to make up the difference.

After completion, the appraisal becomes the property of the lender, NOT the buyer, and the buyer must often specifically request it. Even then, if it is released to a buyer, it is usually only presented at closing as part of the stack of copies you get at closing. Be sure you request a copy early.

Appraisers used to be an after-thought by agents negotiating a sale, and barely thought of at all by buyers and sellers. With the new, stricter laws surrounding how, when, where and how much can be charged for appraisers, who can arrange then and under what conditions, the landscape is much more complicated. Buyers and sellers should be aware that for anyone getting a loan, the appraiser has the final say.



Appraisers look at past recent sales data, typically only within the past 90 days.



All of us at Windermere Real Estate are committed to the principles of Fair Housing practices for all. Fair Housing is a matter of treating all people equally while adhering to federal, state, and local laws.

FAIR HOUSING ISSUES

Many buyers and sellers ask questions about the people who live in a neighborhood. Such questions are outside the scope of our professional practice. Some of them raise Fair Housing issues, and all of them seek subjective judgments rather than objective information.

THE LAW

Federal law prohibits discrimination in a real estate transaction based on race, color, religion, familial status, sex, handicap, and/or national origin, and state laws may prohibit discrimination on other bases, such as sexual orientation, veteran/military status, ancestry, and others.

Buyers: Ask your agent about including a “Neighborhood Review” contingency in your purchase forms to give yourself time to explore the neighborhood before making a final decision.

Sellers: If you receive a bona fide offer on a property, you cannot refuse to sell to or negotiate

with the prospective buyer based on the aforementioned prohibited criteria. You may not falsely represent that the home is no longer for sale, nor can you advertise the home with an indication of preference or limitation on what type of people may purchase it.

Agents are prohibited from “steering” prospective buyers to specific neighborhoods based on the aforementioned criteria. A victim of discrimination may pursue a civil lawsuit or an administrative claim and seek a temporary restraining order, permanent injunction, actual damages, punitive damages, and attorney’s fees.

FURTHER RESOURCES

For more information, explore your local libraries’ resources on census figures in your neighborhood(s) of interest. Local police precinct stations and school districts can also provide statistical information to aid your research. Otherwise, much information is available on the Internet to help you determine which neighborhood best suits your needs.





As part of the *Puget Sound Business Journal's Book of Lists*, this highly-respected business publication publishes an annual “Residential Real Estate Firms” list that ranks the region’s top real estate firms. The “Residential Real Estate Firms” rankings are based on residential sales volume in the Puget Sound area, with Windermere reporting nearly double the sales volume of its closest competitor.

Residential Real Estate Firms

The largest in the Puget Sound area. Ranked by residential sales volume for 2021.

1	Windermere Real Estate Seattle, WA windermere.com 2021 Residential Sales Volume Local Brokers	\$28.8 billion 2,705
2	Keller Williams Northwest Region Spokane, WA kwnwr.com* 2021 Residential Sales Volume Local Brokers	\$14.6 billion 3,264
3	John L. Scott Real Estate Bellevue, WA johnlscott.com 2021 Residential Sales Volume Local Brokers	\$11.8 billion 1,705
4	Compass Seattle, WA compass.com/seattle 2021 Residential Sales Volume Local Brokers	\$8.9 billion 764
5	Coldwell Banker Bain Bellevue, WA coldwellbankerbain.com 2021 Residential Sales Volume Local Brokers	\$8.4 billion 1,058

*As published on June 10, 2022 in the Puget Sound Business Journal.

*Puget Sound sales are reported for companies not headquartered in Puget Sound.

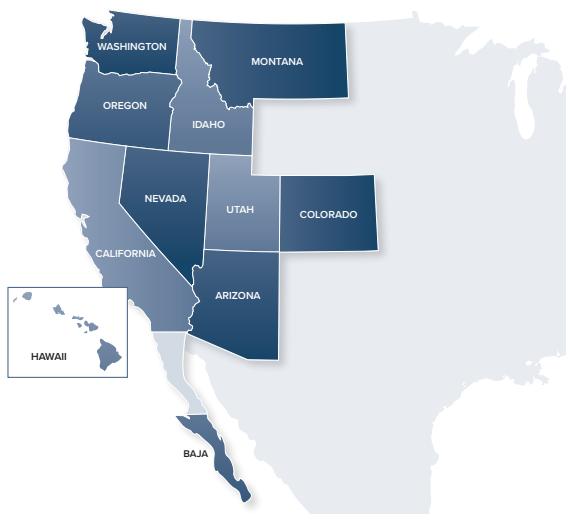


Windermere Real Estate

Strength in Numbers



- › Last year, Windermere closed 67,000 home sales for more than \$43 billion in dollar volume, making it the largest regional real estate company in the Western U.S.
- › Windermere has more than 300 offices and 7,000+ agents throughout the Western U.S. and Mexico.



- › Windermere is ranked the largest residential real estate firm in the Puget Sound area by the *Puget Sound Business Journal*, reporting nearly double the sales volume of the next-largest firm.

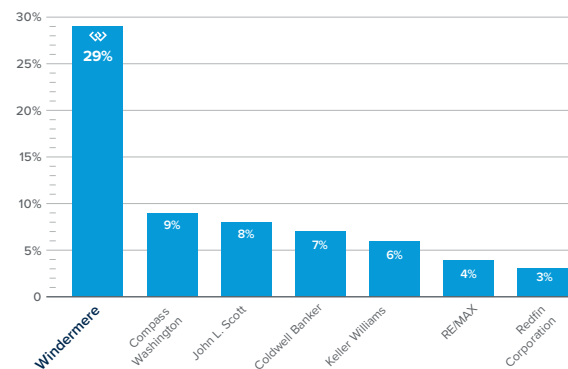
Residential Real Estate Firms			
The largest in the Puget Sound area. Ranked by residential sales volume for 2021.			
1	Windermere Real Estate Seattle, WA windermere.com Local Brokers	\$28.8 billion	2,705
2	Keller Williams Northwest Region Spokane, WA kellerwilliams.com Local Brokers	\$14.6 billion	3,284
3	John L. Scott Real Estate Bellevue, WA johnlscott.com Local Brokers	\$11.8 billion	1,706

*As published on June 10, 2022 in the Puget Sound Business Journal. Puget Sound sales are reported for companies not headquartered in Puget Sound.

- › With 29 percent of the luxury home market share, Windermere clients benefit from our unique approach to marketing high-end homes both locally and internationally.

GREATER PUGET SOUND REGION \$1,000,000+

*Representing Sellers by Transactions



- › Windermere brokers who specialize in luxury home sales attend monthly networking meetings where they collaborate and share property listing information with other Windermere brokers who represent clients in the high-end market, producing superior representation and results for clients.
- › Windermere brokers routinely participate in weekly listing tours which give them intimate knowledge of what's on the market, while creating added exposure for Windermere listings.





Something you may not know is that Windermere takes its standard of service to its clients very seriously. As members of the National Association of REALTORS®, we agree to abide by a strict code of ethics that is based in professionalism and consumer protection.

To further reinforce our commitment to our clients, Windermere has built upon the REALTOR® code of ethics by establishing what we call our Windermere Standards of Practice outlining how we believe our clients deserve to be treated.

WINDERMERE AGENT EXPECTATIONS

- › Always put the clients' interests first.
- › Be up-to-date on the latest real estate laws and local issues.
- › Do not discriminate against any party based on race, religion, sex or other legally protected classes.
- › Treat you and everyone involved in your transaction with the greatest respect.
- › Follow all MLS rules as well as the NAR code of ethics.
- › Keep you informed promptly and regularly.

In short, our Standards of Practice ensure that Windermere agents hold themselves to an even higher level of competence and accountability. We hope this translates into a more satisfying real estate experience and peace-of-mind for our clients, knowing that doing right by them is our highest priority. If you would like a copy of our Standards of Practice, I would be happy to provide one to you.





Corporate Philanthropists We're in Good Company

The Puget Sound Business Journal publishes an annual "Corporate Philanthropists" list ranking the region's top 25 companies by cash giving in Washington State. In the 2022 list, the Windermere Foundation climbed six places from the previous year to become 15th among the largest corporate philanthropists in this region, with cash contributions of more than \$2.54 million. We're very proud of this accomplishment and to stand alongside other reputable companies such as Amazon, Microsoft Corp., The Boeing Company, Albertsons Cos., and JPMorgan Chase.

We couldn't have done it without our generous agents whose donations fund the Windermere Foundation.

Corporate Philanthropists

Ranked by cash giving in Washington in 2022 (Company Revenues exceeding \$500M)

1	Amazon.com Inc. Seattle, WA	\$78.00M	11	Alaska Air Group SeaTac, WA	\$5.13M
2	Microsoft Corp Redmond, WA	\$61.21M	12	T-Mobile US Inc. Bellevue, WA	\$3.54M
3	The Boeing Company Seattle, WA	\$17.95M	13	PACCAR, Inc. Bellevue, WA	\$3.40M
4	Albertsons Cos. Bellevue, WA	\$14.19M	14	Nordstrom, Inc. Seattle, WA	\$3.00M
5	JPMorgan Chase & Co. Seattle, WA	\$10.63M	15	Windermere Foundation Seattle, WA	\$2.54M
6	Costco Wholesale Corp Issaquah, WA	\$10.00M	16	Bank of America Seattle, WA	\$2.50M
7	BECU Tukwila, WA	\$8.53M	17	Umpqua Bank Tacoma, WA	\$2.46M
8	Kaiser Permanente Renton, WA	\$7.55M	18	Avista Corp. Spokane, WA	\$2.01M
9	Delta Dental of Washington Seattle, WA	\$7.42M	19	Bristol Meyers Squib Seattle, WA	\$1.91M
10	Comcast Washington Everett, WA	\$6.00M	20	Regence BlueShield Seattle, WA	\$1.63M

**As published on May 18, 2023 in the Puget Sound Business Journal.*





YOUR HOME SALE FURTHERS THE IMPORTANT WORK OF THE WINDERMERE FOUNDATION

When your property sale closes, we'll donate a portion of our commission to the Windermere Foundation, which is committed to making our communities a better place to live for our most disadvantaged neighbors. Housing is our business, so helping homeless and low-income families – with an emphasis on helping children – has been our way of giving back. Over the years the foundation has donated tens of millions of dollars to cover families' housing costs, help stave off evictions, and fund backpacks full of food so school kids don't go hungry on weekends.

For almost 50 years, Windermere has been our region's most recognized real estate brand and a respected philanthropic leader. We remain deeply rooted in our local neighborhoods and committed to keeping the region a place where everyone can have a home.

\$50M+
GIVEN TO NON-PROFITS

711
GRANTS FULFILLED

\$4,165
AVERAGE GRANT

505
ORGANIZATIONS SUPPORT

Since 1989, \$50 Million has been raised by the Windermere Foundation and has allowed us to support non-profit organizations dedicated to helping low-income and homeless families.



FUNDS PROVIDED IN 2022
\$3,896,091.84



EMERGENCY ASSISTANCE	27%
YOUTH/CHILD PROGRAMS	20%
FUNDRAISING EXPENSES	17%
FOOD SUPPORT	12%
SHELTER	9%
EDUCATION/COUNSELING	6%
ADMINISTRATIVE EXPENSES	4%
SCHOLARSHIPS	3%
SCHOOL ASSISTANCE	2%

Windermere Mount Baker

2022 Recipients of Office Funds

Windermere Foundation

\$17,300

Wellspring Family Services
Graham Hill Family Support Worker
Southeast Youth and Family Services
Dunlap Family Support Worker
Southeast Seattle Senior Foundation – Arches Apartments
Wing Luke Family Support Worker
Seattle King County Coalition on Homelessness
Backpack Brigade
Mount Baker Community Club - Martin Luther King Jr. Scholarship

Mt Baker Office Cares Fund

\$6,000

Mamadou Fund
American Suicide Prevention
Gen Pride
Hopelink
Rainier Valley Food Bank
Graham Hill Hygiene Kits

Office Community Fund

\$30,227

Sam Smith Fund
Wellspring Family Services Baby Boutique
Revision Arts
Southeast Seattle Senior Foundation – Arches Apartments
SEED Cinema Under the Stars
Life Enrichment Group
Team Read
Shunpike
Rainier District Little League
Lincoln High School PTA
Rainier Valley Food Bank
Seattle King County Coalition on Homelessness
Mount Baker Home Tour
National Alliance to End Veteran Suicide
American Foundation for Suicide Prevention
Windermere Foundation

Total from all three funds

\$53,527

“

Sabranie is a true professional who is extremely good at her job!

– Fremont, Seattle

What my clients have to say.

I was moving across the country for a new job and was feeling overwhelmed with so much to do. Having someone as knowledgeable as Sabranie to support me through the sale of my home made all the difference for me. She is impressively knowledgeable of the Seattle market and especially Columbia City. I needed a fast sale and she knew exactly how to price the house so that we got lots of interest right away while still providing me with a great profit to start my new life. The house sold within 1 week while others around my neighborhood took much longer and one was taken off the market all together. Through the process she kept me fully informed. I never felt that I did not know what was happening even though I was traveling back and forth to make my move happen. She was fiercely committed to looking for my best interests and helping in every way possible, listening intently to my needs and wishes. When I showed other realtors in my new state the marketing materials she had put together for my Seattle house they were very impressed. Sabranie's attention to detail every step of the way made me feel confident and protected. I wholeheartedly recommend her.

- Columbia City, Seattle

Sabranie was amazing. She worked with us on and off for about two years. When we were finally ready to move ahead, we worked closely with her almost daily for several months. She helped us sell our house and buy a new house in a span of 6 months and she was an invaluable support to us. I really could not have gone through so much transition without knowing she had our backs and was always proactive on our behalf. She was always available when we called with questions or concerns. She did so much work to help us sell our house for a good price and in a timely manner. She walked us through every detail and explained all our options when we were buying our new home. And she helped make ours the winning bid when we were up against three other bidders for our dream house. We are grateful everyday for our amazing new home!! I can't recommend Sabranie enough.

- Mount Baker, Seattle

We had what was supposed to be a very simple transaction turn into a very lengthy, complicated experience and Sabranie held out process very firmly and thoughtfully in her capable hands. Sabranie helped us sell our much loved home and purchase our dream home. Both transactions had hiccups along the way and had it not been for knowledge and expertise, I know that it would not have gone as well as it did. I am so happy that she was with us and we recommended her strongly for anyone and everyone looking for a new home.

- Des Moines

Sabranie was very helpful, She was very knowledgeable and flexible with her time. Sabranie helped us to understand the process of buying home. She lead us effortlessly through the whole process. I would deffinitely recommend Sabranie to anyone for buying a home. **- Federal Way**

Sabranie was absolutely fantastic to work with. As someone who is also self-employed, I have watched her diligently work hard in my neighborhood. I was impressed with the level of knowledge she has, her compassion for the neighborhood and commitment to the community. I knew I could trust her with the sale of my home. She did a great job and was pleased with the outcome. **- Hillman City, Seattle**

Sabranie is a true professional who is extremely good at her job! My husband & I have bought and sold two homes with her on each side of the transaction. Sabranie is a Seattle native who knows how to buy and sell in this crazy market. She is a master at the process of buying and selling every step of the way. She's hard at work for you! The first thing that impressed us about Sabranie is how easily reachable she is, and how she thoughtfully answers each question or solves each problem. Sabranie is a master negotiator as well. She will do everything in her power to get you that home, or get you the best price for yours. All in all, an amazing real estate professional! **- Fremont, Seattle**

When I moved to Seattle 2 years ago I met with 4 different real estate agents, but after meeting with Sabranie, I knew she was the one I wanted to work with. She was very helpful, available, very engaged through the process. She never pushed me to buy, instead she encouraged me, telling me that the right house will come along. My partner and I are very happy with our purchase. **- Mount View, Seattle**

Sabranie is a rock star! She came highly recommended from a close friend and she did not disappoint. My husband and I came out of the gate with ambitious dream of securing a home in the 98118 area (my home neighborhood!) that met the diverse needs of our busy family. Sabranie was ready to hit the ground running and we discovered and locked in our home within 10 days of searching. Each time we reached out to Sabranie with questions, she hit back immediately with responses. She was ready and able to show us multiple houses per day and was extremely generous and flexible with her time. She is highly knowledgable about the south end, and understood intuitively what we were searching for. Possibly most incredible was Sabranie's use of resources, including finding an inspector who was extremely knowledgeable and detail-oriented. She sincerely made the home buying process smoother than I could have ever imagined, and our family has tremendous gratitude for her hard work, expertise, and genuine warmth. I highly recommend Sabranie to anyone who is searching for an agent is willing to help make your dreams come true!

- South Beacon Hill, Seattle





BUYER AGENCY AGREEMENT

DATE: _____ EXPIRATION DATE: _____ (60 days from mutual execution if not filled in)

BUYER: _____

BUYER BROKER: _____ BUYER BROKERAGE FIRM: Windermere Real Estate/

EXCLUDED PROPERTIES OR GEOGRAPHIC LIMITATIONS: _____

1. **AGENCY AGREEMENT.** Buyer retains the above-named Buyer Brokerage Firm ("Firm") and Buyer Broker ("Broker") to act as Buyer's agent in the purchase of real property. Broker agrees to represent Buyer in accordance with the duties of a buyer's agent as set forth in "The Law of Real Estate Agency" pamphlet, which Buyer has received. Any additional duties must be agreed to in writing.
2. **EXCLUSIVE/ NON-EXCLUSIVE AGENCY.** This Agreement creates the following type of agency relationship (check one; "Exclusive" if not filled in):
 - ☐ **Exclusive:** Buyer agrees to use Broker's services if, during the term of this Agreement, Buyer purchases any real property not excluded above.
 - ☐ **Non-Exclusive:** Buyer agrees to use Broker's services if, during the term of this Agreement, Buyer purchases any real property not excluded above for which Broker provided real estate brokerage services during the term of this Agreement.
3. **COMPENSATION.** If Buyer purchases real property covered by this Agreement, Buyer shall pay Firm compensation as follows:
 - ☐ _____ % of purchase price;
 - ☐ \$ _____;
 - ☐ other: _____

A seller may offer compensation to Firm for representing Buyer in the purchase of the seller's property. If a seller has agreed to pay compensation that is equal to or greater than the above amount, Buyer shall have no obligation to pay Firm the above amount. If the compensation offered by a seller is less than the above amount, Buyer authorizes Broker to negotiate with the seller for total compensation that is equal to the above amount. If a seller refuses to pay compensation that is equal to the above amount and Buyer proceeds with a purchase, Buyer will be required to pay the difference between the seller offered compensation and the above amount at closing. However, Broker may waive or reduce the obligation for Buyer to pay the difference between the compensation offered by a seller and the above amount at Broker's discretion.

4. **TERMINATION AND EXPIRATION.** Buyer, Broker or Firm may terminate this Agreement at any time by giving written notice. If Firm or Broker terminates this Agreement, Buyer shall be released from all obligations. If Buyer terminates this Agreement or it expires, then Buyer shall be released from all obligations except that if Buyer purchases a property within _____ days (180 if not filled in) after termination or expiration, and Broker or Firm either (1) brought Buyer's attention to that property; or (2) provided real estate brokerage services for that property during the term of this Agreement, then Buyer agrees to use Broker's services on such purchase in accordance with this Agreement, or to pay Firm compensation of _____ (the amount specified in paragraph 3 if not filled in). All or a portion of this compensation may be paid as a referral fee to Firm from another broker/firm representing Buyer.
5. **FILTERING LISTINGS.** Broker shall bring relevant listings to the attention of Buyer, regardless of the amount of seller's offer of compensation, unless otherwise agreed as set forth herein: ☐ _____
6. **DUAL AGENCY.**
 - a. **Single Broker Dual Agency.** If Buyer is interested in a property in which Broker has an agency relationship with the seller, Buyer consents to Broker and Firm's supervisory broker(s) acting as dual agents in accordance with the Law of Real Estate Agency.



BUYER AGENCY AGREEMENT

- b. **Supervisory Broker Dual Agency.** If Buyer is interested in a property in which the seller is represented by another broker affiliated with Firm, Buyer consents to Firm's supervisory broker(s) acting as a dual agent in accordance with the Law of Real Estate Agency.
- c. **Dual Agency Compensation.** If any of Firm's brokers act as a dual agent, Firm may receive compensation from both Buyer and the seller.

7. VA LOAN AND RELOCATION EXCEPTIONS. Buyers obtaining a federal VA loan and buyers utilizing an employer-sponsored relocation service are generally prohibited from paying real estate broker compensation. To the extent Buyer is subject to any such prohibition, Buyer shall not be obligated to pay compensation under this Agreement and any purchase and sale agreement entered into shall require that all real estate broker compensation be paid by the seller.

8. COMPENSATION DISPUTES. In the event of a dispute over the compensation provided herein between Buyer and Broker or Firm, the prevailing party in any lawsuit shall be entitled to recover reasonable attorney fees, court costs, and expenses.

BUYER

DATE

BROKER

On Behalf of Broker and Firm

DATE

BUYER

DATE

I look forward to working with you

**THROUGHOUT YOUR TRANSACTION, MY ROLE IS TO BE YOUR ADVOCATE,
AND MY GOAL IS TO GIVE YOU AN OUTSTANDING CLIENT EXPERIENCE.**

I'll work tirelessly to educate and advise you about how the current real estate market impacts your decision regarding whether and when to buy a home. When you're ready, I'll help you find the property that's a perfect fit and I'll guide you through the process of submitting an offer. Once your offer has been accepted, I'll negotiate the critical and contractual details right up until you have keys in hand. Thereafter I'll be a steady resource for you along the path of your homeownership, sharing information about how to maximize your investment from both financial and lifestyle perspectives.



SABRANIE COYNE
REALTOR®

206.618.1280

sabranie@windermere.com

sabranie.withwre.com