Coordinating the Closing

Windermere
Bellevue Commons

1 Purchase & Sale Agreement

Buyer — Selling Agent — Listing Agent — Seller

Loan Application
Home Inspection
Loan Approval

Taxes — Mortgages — Fees/Commission
Utilities — Liens — Homeowners Dues

Review & Clear Title

Insurance Binder

2 Escrow

5 Determine Status

6 Closing Statement & Escrow Instructions

3 Title Insurance

4 Lender

Title Search
Issue Commitment
Record Documents
Examination
Check Taxes & Legal
Issue Policy

Mortgage Insurance
Underwriter
Verification
Credit Report
Buyer's Bank
Appraisal → Work Orders
Employment
Payments

7 Prepare Legal Documents

8 Oversee Closing/ Papers signed

9 Record & Disburse Funds

10 New Owner