



Guide Summary for First-Time Buyers or Those Seeking New Properties

Whether you are stepping into the property market for the first time or looking to expand your portfolio, this guide is designed to help you through the essentials of purchasing your next property. We aim to simplify the process, ensuring you make informed decisions whether you intend to find a new residence or invest.

Property Type and Location: Begin by considering the type of property you're interested in. Are you searching for a standalone house, a unit, land, or a property in a township? Are you considering having a parcel of land to camp on or build your dream home? Key locations to consider include Maryborough, Dunolly, Avoca, and Talbot. Understanding your preferences will help refine your search and align with your lifestyle or investment goals.

Budgeting: Budget plays a crucial role in property purchase. Identifying your price range is critical, with options varying from under \$100,000 to above \$700,000. Establishing this early on will streamline your search process.

Financing: You must take preapproval for financing. Determining whether you need to organise preapproval, if you've already received it, or if you've arranged funds for a deposit (usually 5-10% of the purchase price) is essential. This will gauge your readiness to proceed with a purchase.

Inspections and Other Considerations: Consider whether you require a building or pest inspection, which can safeguard your investment. Also, consider whether you need to sell a current property before purchasing. If so, is your property ready for sale, or do you intend to sell in the future? Setting these priorities straight will aid in a smoother transition.

Timing and Viewing Preferences: Lastly, have a timeline in mind for when you wish to settle and move into your new property, with options ranging from three months to six months to a year. Additionally, consider whether you prefer open houses or private viewings to inspect properties. Your comfort and convenience in viewing potential homes are paramount in making the right choice.

This guide aims to prompt the necessary considerations and preparations required for a successful property purchase. By addressing these aspects, you're well on your way to finding a property that meets your needs and aspirations.



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Guide to Making an Offer on a Property

Understanding the next steps is crucial once you've found the property you're interested in and are ready to make an offer. This guide outlines how to move forward with your offer, making sure you're prepared for this significant step in the property-buying process.

Submitting Your Offer: As professional Real Estate agents, we facilitate the offer process by presenting all offers to the seller using a structured method, our offer of purchase document process. This is a critical stage where you will provide detailed information, including your full legal name, contact details, and conveyancer or solicitor's information. I think accurate and complete information at this stage is key to preparing a contract if your offer is accepted.

Consider Additional Costs: When making an offer, it's important to account for all purchasing costs, including stamp duty and legal fees. These costs vary and should be discussed with your legal practitioner for precise calculations. If the seller's solicitor has already prepared the vendor statement and contract, we will use your information from the offer document to prepare a contract for you to sign. This formalizes your offer into a binding agreement, waiting for the seller to consider and accept it.

Importance of a Written Offer: Most sellers perceive a written offer as more genuine through our purchase document or a direct contract. This is because it demonstrates a commitment to the process, similar to what you would expect if you were selling a property. We encourage you to take this step seriously, ensuring all paperwork is thoroughly and accurately completed.

I'm reaching out to you. Feel free to ask questions or seek assistance from your agent throughout this process. We are here to guide and support you, offering advice and clarifying any doubts. Just to remind you, while we as agents work to achieve the best outcome for the seller, including price and conditions, you, as the buyer, are entitled to submit any offer. However, it's important to note that there are strict regulations against underquoting, and all offers should be made in good faith, reflecting genuine interest and a fair price.

Offer Conditions: You can include conditions with your offer, such as finance approval, building inspection, pest inspection, or specific settlement dates. These conditions should be clearly stated in your offer, allowing the seller to understand the terms you're willing to proceed fully.

By following this guide and utilizing the structured offer process, you are taking a significant step towards purchasing your desired property. Ensuring your offer is well-prepared and presented can make all the difference in the seller's consideration and, ultimately, in achieving a successful purchase.



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Next Steps After Your Offer Has Been Accepted

Congratulations!

Your offer on the property has been accepted by the seller, marking a thrilling step forward in your purchase journey. Here's what comes next:

Contract Preparation and Signing: The contracts are now prepared and ready for your signature. This includes both the contract of sale and the vendor's statement. Ensure you review and initial any necessary amendments, such as spelling corrections or other details. The contract details your full legal name, address, and lawyer or conveyancer's contact information. Common conditions, like subject to finance approval or building and pest inspections, will also be specified.

Deposit Payment: A deposit, typically 10% of the purchase price as agreed, is required. This will be paid into the agency's trust account upon signing. We'll provide you with the payment details either in person or via text message so you can transfer the funds online. Please note that our office does not handle these payments directly.

Vendor Statement Acknowledgment: It's crucial to acknowledge the attached vendor statement before signing the contract. This ensures all parties are fully informed about the property's details.

Contract Finalization: Once you sign the contract, the agent will coordinate with the property owner to have it signed on their end as well. After both parties have signed, all relevant documents will be distributed to you, the property owner, and all legal representatives involved. If your purchase is subject to finance, please forward the contract to your financial institution to avoid any delays, your responsibility

Building and Pest Inspections: If your contract includes a building and/or pest inspection, it's your responsibility to contact a qualified building practitioner to arrange an inspection. Note that it's standard practice for buyers to refrain from attending these inspections, allowing the professionals to conduct their assessments without interruption.

Responsibility for Practitioner Payments: You are responsible for any payments due for building or pest inspection services.

Ensure direct payment to the practitioners for their services.

Moving forward with these steps makes it a smooth transition towards finalizing your property purchase. Remember to stay in close communication with your agent and legal representatives during this process to address any concerns or questions you might have.



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Guide to Finalizing Your Property Purchase

Congratulations, your property purchase contract is now unconditional! This is an exhilarating milestone, especially if you're a first-time buyer. Here's what this means and the steps that follow:

Cooling-Off Period Completed: Your three business day cooling-off period has concluded since you signed the contract. This period gives you the chance to reconsider your decision, but with it now over, your commitment to the purchase is confirmed.

Deposit and Conditions: Your deposit has been successfully received, and all conditions outlined in the contract have been met. These conditions might include financing approval, satisfactory building inspections, and any other contingencies you or the seller specified.

Awaiting Official Confirmation: The property is not officially sold until the seller's representative provides written confirmation. Although the agent might be the last to receive this notification, it's a necessary step in the sale process to ensure all parties are informed.

Celebrating Your Purchase: The agent will mark the occasion to celebrate your new purchase, which is especially significant for first-time homebuyers. This might involve a special sign on the property or other celebratory gestures to acknowledge this important achievement.

Status Update and Paperwork: The property's status will be updated to "sold" on the agency's website and any online listings. From this point forward, you and your legal representative handle any paperwork and adjustments leading up to the settlement. It's essential to keep your agent informed of any changes in dates or other important details to make sure you communicate smoothly.

Preparation for Settlement: In preparation for the settlement, the agency may offer assistance to ensure a smooth transition into your new home. This includes providing a checklist for changing your address and arranging for utility services to be transferred to your name. These services are often complementary and aimed at making your move as seamless as possible.

Just to remind you, open communication with your agent during this time is crucial. They assist and guide you through settlement and beyond, making your property purchase experience as enjoyable and stress-free as possible.



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Settlement of your property moving in

Here's a summary guide for buyers on what to expect and how to prepare for the settlement and moving into your new property

Pre-Settlement Inspection: Typically, this inspection occurs within the seven days leading up to settlement, usually on a weekday. Please schedule it in advance with your real estate agent. This visit lets you verify that the property's condition matches what you observed during your initial inspection. Although the previous owners may have moved out, it's common to find their belongings still in the property during this inspection. Per your initial visit, this ensures that no walls have been altered and all appliances are in working order.

Property Condition: If the vacant property and utilities are disconnected, you should activate these services early. This allows you to test the electricity, gas, and other utilities to ensure they function properly. Remember, the property's condition is final after settlement, and any changes cannot be reversed.

Responsibilities: You must test all appliances to ensure they work, not the agent's. Regarding cleaning and maintenance of the gardens, while we encourage sellers to leave the property in a condition they would appreciate if they were moving in, this cannot be guaranteed.

Settlement Notification and Key Handover: The official settlement notification must come from the seller's representative to the agency. We will then set up a time to meet with you, either at the property or our office, to hand over the keys. This meeting should be arranged before the settlement date to ensure a smooth transition.

Remember that preparation and communication with your agent is key to a successful property settlement and move-in experience.



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Comprehensive Moving Guide: Ensuring a Smooth Transition Utilities and Services:

- **Electricity and Gas:** Arrange for service transfers or new setups.
- **Water:** Handled typically by your solicitor or rental agency.
- **Legal and Government Notifications:**
- **Australian Electoral Commission:** Update for voting.
- **Post Office:** Set up mail redirect.
- **Insurance:** Update policies (car, home, boat, trailer)
- **School / Kindergarten**
- **Tattsлото:** Update account details.
- **Australian Taxation Office (ATO):** Notify via your accountant or directly.
- **Personal and Professional Notifications:**
- **Employer:** Inform of your new address.
- **Bank:** Update your address.
- **Educational Institutions:** Notify schools or childcare centers.
- **Healthcare Providers:** Update your details with doctors, dentists, etc.
- **Telecommunications Providers:** Update for phone, mobile, and internet.
- **Membership Cards and Subscriptions:** Update store cards, magazine subscriptions, and newspaper deliveries.
- **VicRoads:** Update your driver's license and vehicle registrations.
- **E-Toll:** Update toll tag account.
- **Centrelink and Medicare:** Update your address.
- **Sports Clubs and Community Events:** Inform of your move.
- **Ambulance Cover:** Ensure your ambulance subscription is updated.
- **Superannuation Fund:** Update your details.
- **Blood Bank:** Update your donor information.
- **Technology and Entertainment:**
- **Streaming Services:** Update your address for Netflix, Amazon Prime, Spotify, etc.
- **Gaming Services:** Update platforms like PlayStation Network, Xbox Live, Steam.
- **Online Shopping and Delivery Services:**
- **E-Commerce Accounts:** Update shipping addresses on eBay, Amazon, etc.
- **Food Delivery and Ride-Sharing Services:** Update apps like UberEats, DoorDash, Uber.
- **Pets: Microchip Registration:** Update your new address
- **Veterinarian:** Inform your vet and seek recommendations if moving out of the area.
- **Local Council:** Register your pet with the new council if necessary.
- **Subscriptions and Memberships:**
- **Library:** Update your address.
- **Gym/Fitness Centers:** Cancel or transfer memberships as needed.
- **Personal Documents and Identification:**
- **Passport:** Update if planning international travel or renewal.
- **Will and Legal Documents:** Update your address in legal documents with solicitor
- **Community and Social Life:**
- **Neighborhood Associations or Community Groups:** Get involved and stay informed by updating your address.
- **And of course family and friends**
- **Final Steps:**
- **Real Estate Agent:** Provide your new address to maintain communication about any property-related matters.

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