



# 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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