

# BUYER'S GUIDE

THE COMPLETE GUIDE TO BUYING A HOME

# TODD BURGNER | REALTOR®

Todd has lived in Austin for 40 years and has watched the city grow and change. His hands on approach and knowledge of areas has given him an invaluable skill set that you cannot learn in a classroom. Todd works to stay ahead of the game in educating himself in every way necessary so that he is fully equipped to take on any challenge of finding a home or selling a home for his clients.

Todd has a driven and outgoing personality who will go out of his way to get the job done. He loves having the opportunity to meet new people and build long lasting relationships. Todd genuinely cares for his clients and works to educate them every step of the way. He attributes effective communication to his success in real estate.



Understanding the real estate market and growing patterns is key to helping his clients make the best investment. When Todd is working with his clients, he is not only thinking about the current market conditions, he is also focused on key elements that help to resale a property in any market condition.

When you meet Todd you will quickly realize you have gained a new friend and someone who always looks out for your best interest. He knows how to listen and puts the needs of his clients first. The majority of his business is referral based, so if you and or anyone you know are looking to buy, sell or invest in real estate in the near future, Todd is your guy!

**WHEN YOU THINK OF REAL ESTATE, THINK OF ME!**

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The background of the page is a composite image. The top portion shows a panoramic view of the Austin skyline, including several skyscrapers and a prominent tower, set against a clear blue sky. The middle and bottom portions of the page show a modern, multi-level house with a swimming pool and a patio area, surrounded by lush green trees and a well-maintained lawn. The house has large glass windows and a contemporary design. The text is overlaid on this background.

## WORKING WITH A BUYER'S AGENT

During the process of buying a home, the seller's agent is legally obligated to represent the seller. As a buyer, it is in your best interest to have representation. You need someone on your side that will guide you through the many steps in the home buying process.

Your buyer's agent will use their knowledge of the different neighborhoods and markets in and around Austin. Based on an understanding of your needs and preferences they will help you find the home that you are looking for, and help you manage the negotiations to pay the right price for it.

They will guide you through the necessary paperwork, the inspection and repair process, and to a successful closing.

# THE STEPS

Whether you are a first-time home buyer or a seasoned real estate investor, your agent will be with you throughout every step in the process from offer to closing.



## MEET WITH YOUR REALTOR

Prior to viewing homes, it is important to clarify your specific needs and preferences with your Twelve Rivers Agent. Based on your personal preferences, budget, lifestyle and any anticipated life changes they will help to you to find the right home.

## SECURING YOUR FINANCING

Before starting your home search, it is important to confirm your budget, familiarize yourself with mortgage options, and secure pre-approval from a lender prior to starting a home search. In high demand markets a written pre-approval letter showing your borrowing power will give you a competitive edge. Your Twelve Rivers agent can connect you with some qualified local professionals to handle your loan quickly and effectively.



## RESEARCH NEIGHBORHOODS

Your new neighborhood is just as important as your home. We'll dive into your interests, wants, and needs and help you explore neighborhoods that best match your lifestyle.

## HOME SEARCH

Using our tools and systems we will work with you to ensure that you see every home available on and off the market that meets your criteria. We will accommodate your schedule for home showings and help you to find the right home.





## SUBMITTING AN OFFER

When you find a home that you love your Twelve Rivers agent will research comparable properties and help you prepare a competitive offer that reflects the condition of the property and is at a fair market price. Prior to submitting your offer, your agent can provide you with recent area sales, local market information and whether there are other competitive bids.

## NEGOTIATING & ACCEPTANCE

After your offer is submitted the seller will have the option to accept, counter or invite you to resubmit. Once both parties come to an agreement, negotiations conclude, and you will move on to the next steps in the buying process.



## CONTRACT TO CLOSE

You will have a set period of time in which to satisfy the legal conditions agreed to in your contract, such as completing a home inspection, or securing financing. Your agent will help guide you through every step of the process until the final walk-through,

## CLOSING DAY

Upon closing and funding, the title to the property will be transferred into your name. We will be with you to help facilitate and manage the process where paperwork is signed, and keys are exchanged. Congratulations! One milestone is complete in our relationship as your real estate advisors!



# PRE-APPROVAL

Getting a pre-approval is step one in the buying process. It is one of the most important things you can do to simplify the process and give yourself more confidence in your buying power. Here's what you can expect from the process.

## ONE



### KNOWING YOUR CREDIT SCORE

Knowing your credit score will help lenders decide which loan will suit you the best. Typically, the higher your credit score, the better the interest rate and terms of the loan.

## TWO



### YOUR EMPLOYMENT HISTORY

Lenders examine several factors when evaluating your mortgage application, and employment carries significant weight. In general, they want to see you're well established in a job that is a reliable, steady and sufficient source of income.

## THREE



### YOUR ASSETS AND DEBTS

Lenders will want to know your debt-to-income ratio (DTI). This is a number that shows how much debt you carry compared with your income. The higher your debt-to income ratio, the more difficult it may be for you to meet your obligations each month. The lender will also consider any additional assets that you may have.

## LIFESTYLE

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Do you live at the gym? Enjoy the outdoors? It's important to consider whether the house you love also provides access to the things & places you love in your everyday life.

## CONSIDER YOUR COMMUTE

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Do you work from home or will you be driving to the office everyday? It's important to evaluate how far you are really willing to commute, especially as the Austin metro area continues to grow and traffic increases.

## RESALE OR NEW CONSTRUCTION

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Older homes are great for their charm & character but typically require more repairs. New construction can offer a greater sense of security with newer systems and warranties. We'll help you decide which option is the best fit for you.

# CHOOSING A HOME

## COMMUNITY

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Do you want to be in a neighborhood with amenities or somewhere more remote? Consider the type of community you want to live in as well as its proximity to things like grocery stores, hospitals, and future development that could increase the value of your home down the road.

## SCHOOLS

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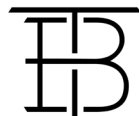
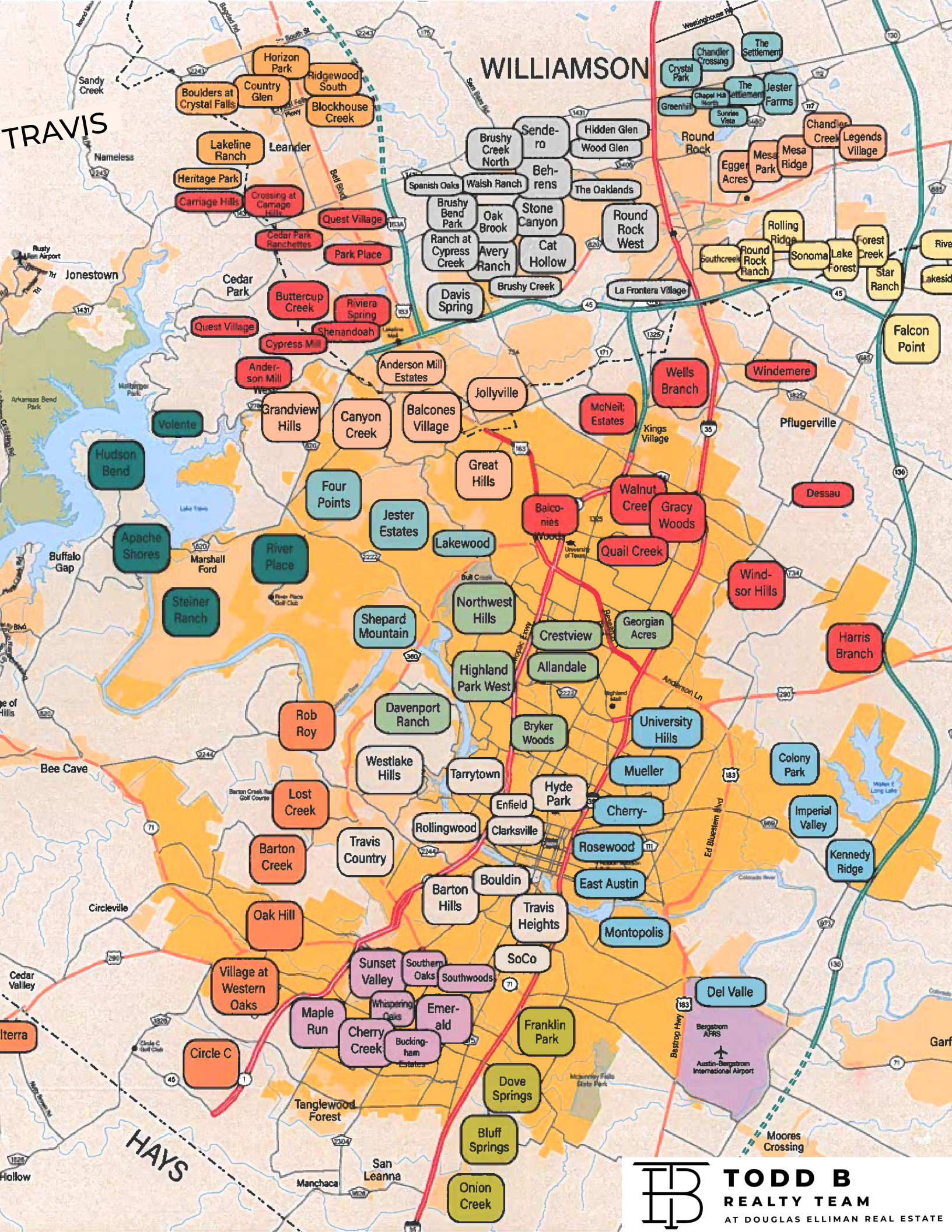
If schools are an important factor for you to consider we can tell you which school district the property is in and give you the data on school rankings. If you decide to sell your home, school districts may be an important factor in the resale of the property.

## TAX RATE

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This is something that many buyers overlook when looking at potential homes. Tax rates can vary from neighborhood to neighborhood and drastically affect what you can afford to buy. We can help you steer clear of neighborhoods with tax rates that are too high for your budget.





**TODD B**  
**REALTY TEAM**  
 AT DOUGLAS ELLIMAN REAL ESTATE

# UNDERSTANDING OFFERS

## ELEMENTS OF AN OFFER

- Price
- Earnest Money Deposit
- Option Period & Fee
- Terms
- Contingencies
- Inclusions & Exclusions
- Financing
- Closing or Possession Date

## NEGOTIATING AN OFFER

Once we draft and present the offer there could be a few different outcomes. Here's a breakdown of the offer process and what you can expect.

### ACCEPTANCE

Your offer is accepted! The seller will sign the contract and we will begin the closing process with your lender and the title company.

### REJECTION

The seller may reject your offer. You may want to ask your agent to find out if the seller can provide any reasoning behind having your house offer rejected. Your agent may suggest that you consider adjustments, such as increasing your bid or changing some other aspect of your offer.

### COUNTER

The seller may come back with their own offer. In this case, we will review the terms with you and continue to negotiate until we reach an agreement.

### MULTIPLE OFFERS

If the seller receives multiple offers, they will most likely set a deadline for you to submit your highest and best offer. In this scenario your agent will ask questions to understand how your offer stacks up with the other offers submitted. We will assist you in making the best offer that you are comfortable with.



# OFFER ACCEPTANCE

Once your offer has been accepted, we have systems in place to make sure your closing goes smoothly and we get you to the closing table on time. These are some of the major milestones we will guide you through.

## CONTRACT EXECUTION

Once all parties have signed the final contract, we will circulate it to the buyer's lender, buyer's agent, and the title company. You will be updated every step of the way.

## DEPOSIT DELIVERY

The buyers will deliver the option fee & earnest money deposit to the title company & the funds will be held in an escrow account for the duration of the contract.

## OPTION PERIOD

The option period is a holding period in which the buyer performs their due diligence. The buyer will order their professional inspection(s) & we will coordinate scheduling these with you.

## LENDER APPRAISAL

The buyer's lender will order a property appraisal. It can take up to 10 business days for this to be completed and the appraised value to be determined. In the case of a low appraisal, we will walk you through all of your options.

## CLEAR TO CLOSE

Once all conditions have been met, we will be "clear to close" and the buyer's lender & the title company will balance the final numbers. We will review these numbers with you and provide all of the information you need to prepare for your closing.

## FINAL WALKTHROUGH

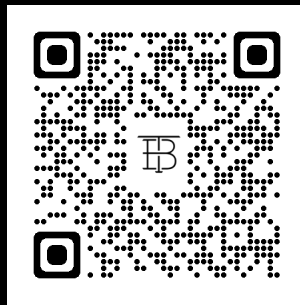
The buyers will conduct a final walkthrough of your property to ensure it is in the same condition as the day we went under contract.

# CLOSING

## CONGRATULATIONS

We will be with you at the title company on your closing day to help answer any questions.

CONNECT



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