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You've entered into an agreement to purchase your home, but there are many steps you need to accomplish before you go to settlement. Please refer to this checklist to make sure you cover all the necessary tasks and please contact us with any questions.

Property Address \_\_\_\_\_ Settlement Date \_\_\_\_\_  
 Purchase Price \_\_\_\_\_ Taxes \_\_\_\_\_ Condo Fees \_\_\_\_\_  
 Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

TASK	TIME FRAME	OPTIONS/RECOMMENDATIONS	DUE DATE	DONE
Second Deposit	5-15 days	\$_____ certified funds, if you settle in 30 days	_____	_____
Home Inspection	5-15 days	Value Guard 215-860-3150 Matt Brown or Mike McKinney	_____	_____
Termite Inspection	5-15 days	Absolute Termite (Frankie 215.271.6544)	_____	_____
Radon Inspection / Lead Inspection		complete with home inspection	_____	_____
Mortgage Application	10 days	Trident Mortgage Jason Griesser 215.440.2073	_____	_____
Mortgage Commitment	30 days	may vary, mortgage broker will provide you with this document	_____	_____
Appraisal	bank ordered	mortgage company will order this		
Title Report	10 days	Trident Title (choose company in 10 days)	_____	_____
Condo Buyers Rev Docs	5 days for resale 15 days for new construct. or renov.	must be available in 25 days, you have 5 days to review the docs after receipt	_____	_____
Homeowners Insurance	choose company	Trident Insurance Cathy Shepherd 215.440.2047	_____	_____
Transfer Utilities	2-3 weeks prior to settlement	Peco Electric 800-494-4000 PGW Gas 215-235-2050 Verizon Phone 800-640-4155 Comcast Cable 800-COMCAST	_____	_____
Closing Tasks	2-3 days prior to settlement	Get certified check (your lender or title company will provide closing costs)	_____	_____
Day of Settlement	day of settlement	bring Photo ID, Certified Check, Personal Check, Homeowners Insurance Doc.	_____	_____