

### Purchasers Tick off list

Here is a list of items that I have put together to assist you when purchasing a property in Christchurch.

Sale and Purchase Agreement: Harcourts uses the standard ninth edition Sale and Purchase agreement. The standard clauses are LIM, Finance, Insurance, Engineers, EQC and choice of a building report. When I sit down with you to write up an offer we will discuss which clauses are specific to you. We can add more clauses as necessary or delete clauses where you see fit.

Multiple Offer Presentation: Quite often a saleable property will attract a lot of interest in the initial marketing period. If several purchasers are interested in the same property it can lead to a multi-offer situation, where more than one offer is presented to the Vendor/s, at the same time. If more than one agent is involved, then a manager will present the offers to the Vendor/s, make everything fair and equal. You will certainly know if you are entering into a multi-offer situation, as I will get you to sign a multi-offer sheet.

Chattels: Double check with me what is on the Listing Contract. (Don't assume)

Lawyer: Ring and find out their fee and ask what they need from you to process the sales agreement. Ask who specifically is looking after you (get all their contact details) and ask which is the best way to contact them with questions when sending confirmed information for e.g. insurance, finance etc confirmation.

Finance In this market finance is best pre-approved so you are presenting an attractive offer. Ask your finance consultant what they want from you for e.g. do they need an engineer's report, valuation and insurance confirmed before confirming your finance? Also ask about your deposit and how they will give it to you, especially if it's in kiwi saver! Also ask if they will lend to any colour zone especially if you are a first home purchaser.

Engineers Report: Find out price and estimated time frame for receiving report. Ask your bank and insurance company if they have a specific company that they want you to use or if you find your own. Ask the Engineer if it is possible to write the report for the insurance company and bank as well. (Please ask me for Engineer referrals if you don't know anyone. I can refer you to a few companies)

Building Report: Ask the bank if they require you to get a building report. If not would you like one for yourself?

Valuation Report: Ask your bank if they need one from you at the beginning of your consultation. Ask the cost, timeframe and outcomes of the report.



LIM: Generally will take between 7-15 days depending on the market, (ask your Lawyer).

Insurance: I will find out for you asap, who is the current insurance company is and what the policy number is for the property, you are looking at buying. (Important to deal with only one Insurance consultant if you can and get all contact details) Ask your insurance consultant for the purchasers list asap, so that you can start gathering up all the necessary details to help you get insurance. Ask if they will insure on any coloured land zone (i.e. TC1, TC2, TC3 etc.), especially if you are a first home buyer

Cera Land Zoning: You can check the colour of the land zoning at <http://cera.govt.nz/my-property/> or if it makes it easier there is a link on my website [www.louismcleavey.harcourts.co.nz](http://www.louismcleavey.harcourts.co.nz), under helpful links.

Possession date: Weekends and public holidays are not counted when choosing a date it's only working days and final day must be between Monday and Friday and we can add "or by mutual agreement" on the end of the possession date on the sale and purchase agreement.

Deposit: Generally is 10% of the asking price and is held in Harcourts trust account for 10 days. This is paid when your conditions of the contract have all been met. Ask me for the bank account details. Also ring your lawyer asap to send confirmation to Harcourts (fax 03 3372675) that the property is now SOLD. (Also ask your Lawyer about keys for possession date and when you can pick them up and from where, also make an appointment with them to sign all the final paper now that the house is unconditional)

**I'm here to help any time  
Kindest Regards Louise ;-)**



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