

# YOUR GUIDE TO BUYING A HOME



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**4000** inc.





# MEET JANICE



*"Real estate investing is a passion for me. I purchased my first home when I was 23 and started buying investment properties. Once I left the corporate world, it was a natural fit for me to help other people buy and sell their own homes."*

Janice is a native of the Grand Valley with over 20 years of experience in the residential, commercial, and investment real estate markets, working exclusively with RE/MAX 4000. Utilizing her professional expertise and personal knowledge of the real estate market, Janice works hard at matching client needs with their vision of the right home, investment property, or business opportunity. As a previous engineering vice president for a large international firm, she developed a keen business acumen, which she utilizes with clients through excellent negotiating skills. With her unparalleled ethical standards, keen eye, impeccable service, and stellar reputation, clients work with Janice time and time again.

As a Certified Luxury Home Marketing Specialist with RE/MAX, Janice has access to world-class tools and education, as well as targeted publications, such as the nationally distributed *The RE/MAX Collection Magazine*, and luxury home magazines such as *Unique Homes*, *du Pont Registry*, and *The Wall Street Journal*. Investment real estate is a large part of her portfolio.

Janice is actively involved in the community. She serves on the Foundation Board for HopeWest and hosts a monthly radio show, House Talk, on KAFM Community Radio (88.1). She also loves to take advantage of all the breathtaking scenery and outdoor activities the Grand Valley has to offer: including yoga, skiing, mountain biking, hiking, and fishing.

## AWARDS

RE/MAX Lifetime Achievement  
RE/MAX Hall of Fame  
RE/MAX Platinum Club  
RE/MAX 100% Club  
Certified DRS Agent™  
CLHMS - Certified Luxury Home Marketing Specialist

CRS - Certified Residential Specialist  
GRI - Graduate, REALTOR Institute  
ABR - Accredited Buyer's Representative  
e-PRO - Certification of Internet Professionalism  
CNHS - Certified New Home Specialist  
CREDS - Certified Real Estate Divorce Specialist





# MEET THE TEAM



## Meet Tammy Wheeler, Office Manager & Transaction Coordinator

Tammy Wheeler started her real estate career in 2002 as a front desk receptionist at RE/MAX 4000. After a year, she was promoted to Agent Support for more than 45 Realtors, which then grew to 68. Agent Support is such an important role in the success of each agent. A role that requires maximizing every minute by staying organized, multitasking, having a detailed eye, and working hard. Tammy excelled in this role for 15 years until she made the move to join Janice Burtis in July 2017.

## Meet Kat Wells, Marketing Director

Kat Wells has a bachelor's degree in Journalism and 10+ years of digital marketing experience—leading and executing successful content marketing strategies for real estate teams. Her passion is to help business owners share their personality, creativity and big ideas with the world. She joined the Janice Burtis Team in 2021 to help take their marketing and client experience to the next level. In her free time, Kat enjoys camping, hiking and fishing in Northern Utah, where she lives with her husband, two sons and three dogs.



For more information please visit: [www.JaniceBurtis.com](http://www.JaniceBurtis.com)





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# INTRODUCTION

## WELCOME TO BUYING A HOME

The buying process is a combination of excitement, stress, and new experiences, whether you are a seasoned home buyer, property investor, or this is your first time buying a home.

The simple fact is that buying a home is rarely a purchase that people make on a regular basis, which is why it is crucial to have an expert consulting you at each step of the process.

This Buyer's Guide is intended to give you a resource that will help you define your goals, research your options, and direct you through the process so that you can make informed decisions.

When you buy a home, it should be about YOU:

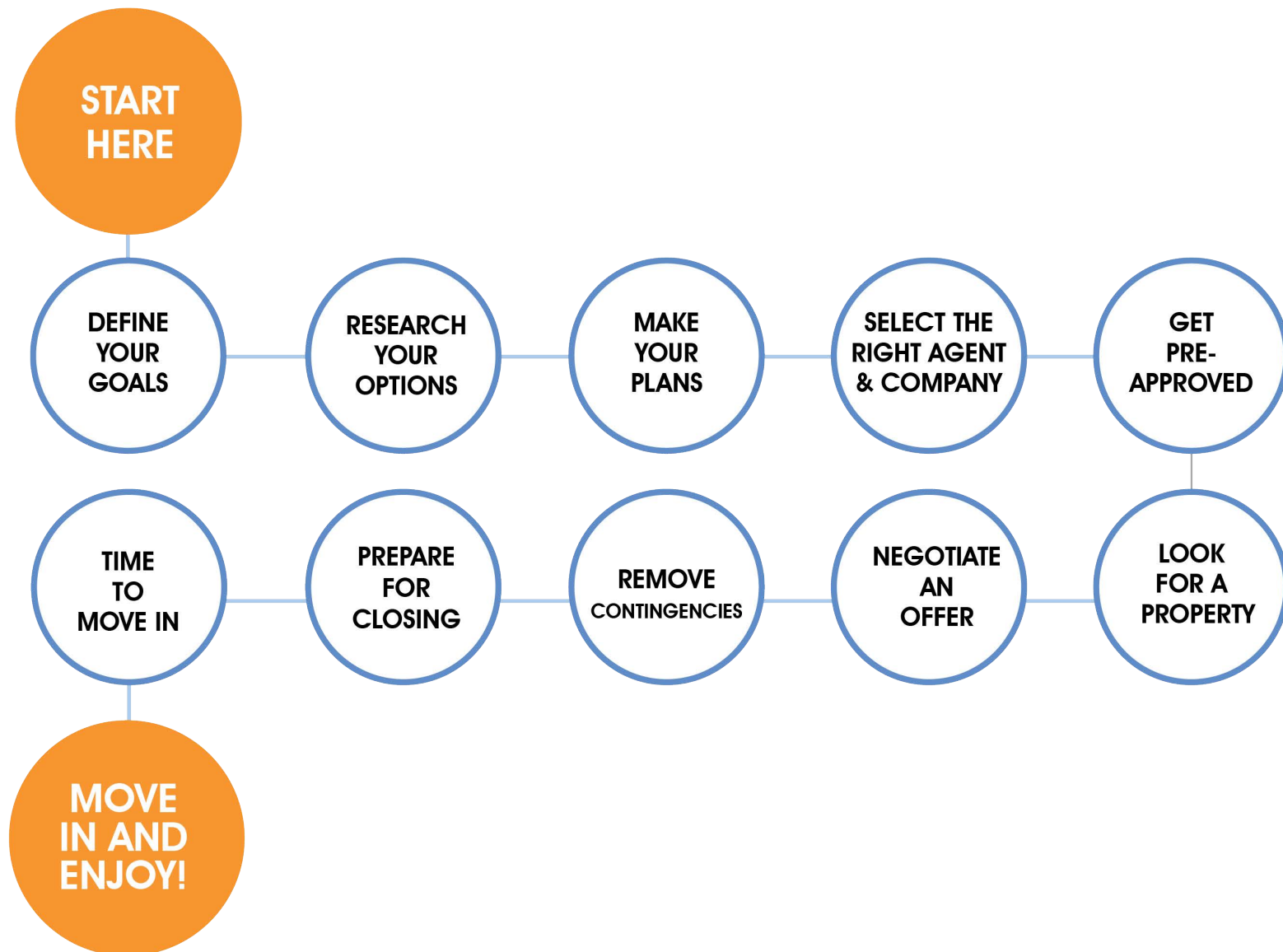
- Your dreams
- Your requirements
- Your financial situation
- Your time
- Your lifestyle choices
- Your concerns







# 10 STEPS TO BUYING A HOME





# 1 DEFINE YOUR GOALS

## DETERMINE WHY YOU ARE BUYING A HOME

Is it a permanent place for you and your family, an investment, or a second home? Whatever the reason, it is important that you buy with an eye on the resale investment potential.

Why has buying a home also become such an investment opportunity?

- No one can predict the future, and over the last 25 years the average price of a home has risen substantially.
- Land has become a decreasing resource, especially in and around major city and cultural hubs, which has created demand.
- Housing is typically considered to be a stable investment, offering good rates of return.
- Low interest rates over the last 10 years have made mortgages affordable.
- Money that pays a mortgage turns into equity that can be used to finance other opportunities.
- Demographics and immigration have always been major factors in influencing investment opportunities.
- It is not always necessary to sell your home just because you are moving; depending on the equity created, it may be possible to offset the remaining mortgage by renting out the property.

Investing your time to understand your local market and its influences could pay large dividends.

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# RESEARCH YOUR OPTIONS

## **DETERMINE WHAT YOU CAN AFFORD AND WHERE**

Buying and financing a home are closely related, so it is important to review your current financial situation to understand how much you can afford.

Three key components that determine the start of all searches:

- 1. LOCATION** – where do you want to live?
- 2. TYPE** – what type of home do you want?
- 3. PRICE** – what can you afford?

Only you can determine the importance of each. Once you start to research your options, you will soon know if your expectations are realistic.

## **LOCATION, LOCATION, LOCATION**

Why does location matter so much? For starters, you can't move a home — at least not easily or inexpensively. When you buy a home in a good location, it is usually a solid long-term investment.

Perhaps more than ever, location is the key factor to driving price increases. In a strong housing market, homes in particularly desirable areas are more likely to see above average price increases. In weak housing markets, these homes tend to retain their value better.



# PROPERTY TYPES

Understanding the fundamentals – as described below – is not only important, but necessary to consider a variety of types and sizes. Each type of property offers their own advantages and disadvantages.

## HOUSE

The most popular style and the most solid investment. A free-standing and detached home resting on its own lot offers a greater degree of privacy. Typically homes and the land are owned completely by the homeowner and therefore completely their responsibility to manage and maintain.

## DUPLEX

A single-family home that is joined to another by a common wall. It can offer many of the advantages of a single-family detached home and is usually less expensive to buy and maintain.

## TOWNHOUSE

One of several types of single-family homes joined by common walls. It offers less privacy than a single-family detached home, but still provides a separate outdoor space. These homes can cost less to buy and maintain, but are typically subject to homeowner associations that are responsible for maintenance and management, which can cost an additional fee per month.

## CONDOMINIUM/APARTMENT

Refers to a form of legal ownership as opposed to a style of construction. Condominiums can be high-rise residential buildings, townhouse complexes, individual houses, or low-rise residential buildings. Owners do not have complete control over their property, being subject to homeowner association rules; however, the maintenance and management of the building are taken care of and in many cases, there is an increased level of security.





# A PROFILE OF YOUR COMMUNITY

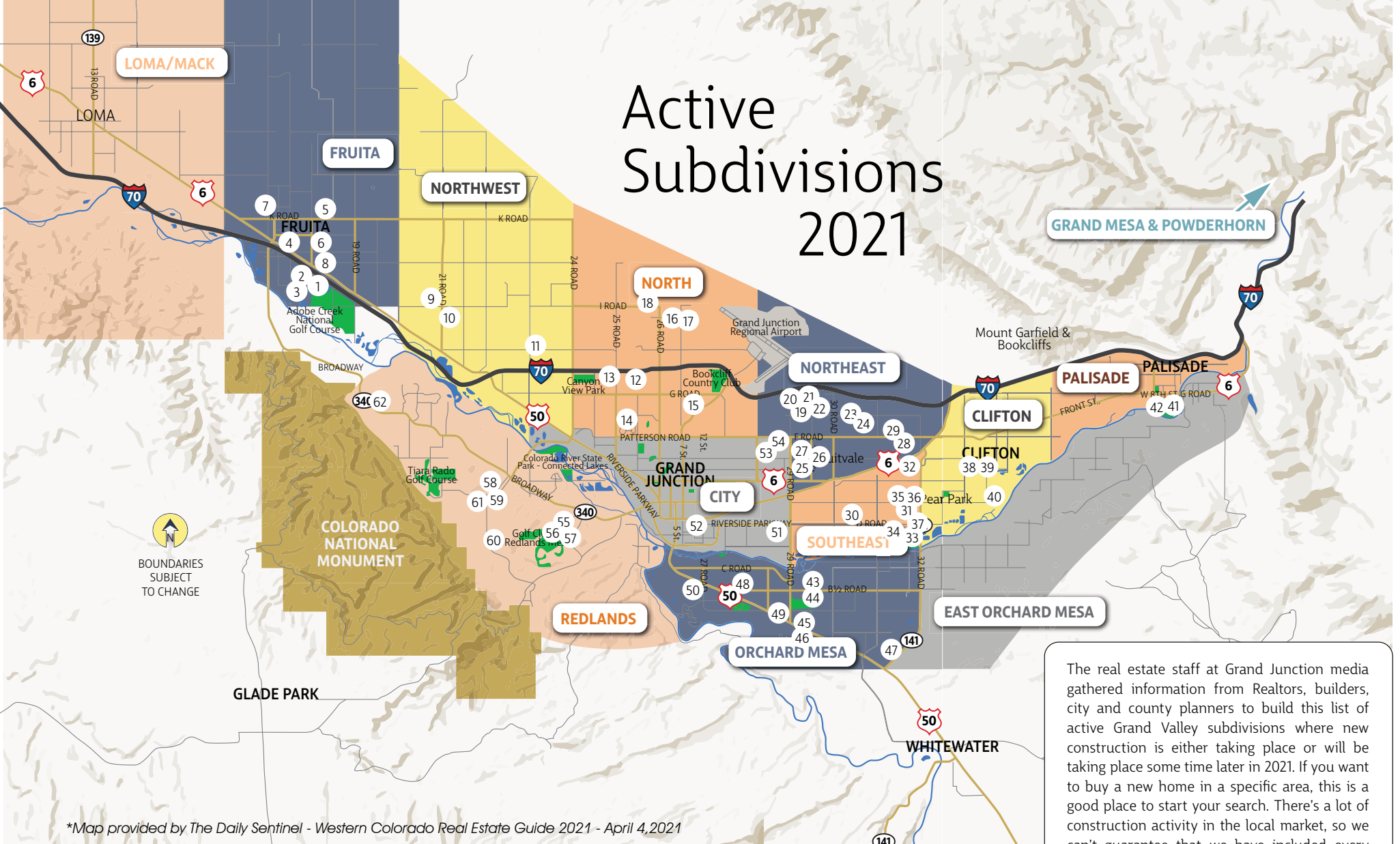
I love this community! We live in a unique place – surrounded by natural beauty, access to a number of outdoor activities and attractions that people come from all over the world to see. We have arts, galleries, vineyards, orchards, the symphony, outdoor festivals, historic downtowns (in Fruita, Palisade and Grand Junction), farmer's markets, diverse neighborhoods, parks and so much more!"

*Janice*





# Active Subdivisions 2021



\*Map provided by The Daily Sentinel - Western Colorado Real Estate Guide 2021 - April 4, 2021

## FRUITA

- 1 Adobe Falls
- 2 Garden Estates
- 3 Cider Mill
- 4 Legacy Estates
- 5 Oak Creek Estates
- 6 Grand Valley Estates
- 7 Dwell
- 8 Iron Wheel Estates

## NORTHWEST

- 9 The Farm
- 10 Brookfield
- 11 Apple Glen

## NORTH

- 12 Aspen Valley Estates
- 13 Copper Creek North
- 14 Elevation 4591
- 15 The Court on G Road
- 16 Emerald Ridge Estates
- 17 Summerhill
- 18 Quail Meadows

## NORTHEAST

- 19 Arran Estates
- 20 Arabesque
- 21 Enclave
- 22 Sunset Valley Estates
- 23 Thunder Valley
- 24 Orange Grove II
- 25 Graff Meadows

## 26 Patterson Pines

- 27 Pepper Ridge Townhomes
- 28 Gardner Orchards
- 29 Cherry Brook Subdivision

## CLIFTON AND THE SOUTHEAST

- 30 West Branch Subdivision
- 31 Fox Meadows
- 32 Pioneer Meadows
- 33 River Walk
- 34 River Trail
- 35 West End Estates
- 36 Fiddler's Grove
- 37 Midlands Village
- 38 Desert Peach
- 39 Vista Mesa
- 40 Palisade Legends

## PALISADE

- 41 Cresthaven Acres
- 42 Palisade Townhomes

## ORCHARD MESA

- 43 Chipeta Estates
- 44 Crystal Brook
- 45 Orchard Park
- 46 Red Tail Ridge
- 47 South Ridge
- 48 Fairview Glen
- 49 Mesa Estates
- 50 Spyglass Ridge

## CITY

- 51 Bella Dimora
- 52 Sage Meadows
- 53 Lowell Village Townhomes
- 54 Grand Falls Townhomes

## REDLANDS

- 55 The Peaks at Redlands Mesa
- 56 Redlands Mesa Golf Course Community
- 57 Pinnacle Ridge Subdivision
- 58 Magnus Court
- 59 Renaissance 360
- 60 Canyon Rim 360
- 61 Granite Falls
- 62 Monument Ridge Estates



# 3 MAKE YOUR PLANS

After answering the following questions, you will be in a great position to research your housing and mortgage options as well as create the appropriate action plan and timeline for moving forward.

## SET YOUR PRIORITIES

- What do you want from a home?
- What does your family want from a home?
- Do you want a turnkey home or would you prefer to renovate?
- Choose the top five 'must-haves.'
- Choose the top five 'would-likes.'
- Are you pre-approved for a mortgage?
- What can you afford on a monthly basis?
- When is the ideal time to move?











# 4 SELECT THE RIGHT AGENT & COMPANY

## **COMMITMENT AND DEDICATION**

It is important to work with a real estate professional who is not only committed to working with you but who is also dedicated to finding you the RIGHT home. Your real estate professional should guide you through the property search – consider their knowledge, experience, and expertise. Check their track record of working with buyers – from finding a home to negotiating the offer, to helping with

### **RESPONSIBILITIES**

To educate you about the listing agency and professional responsibilities including complete disclosure, loyalty, confidentiality, compliance, and accountability.

### **UNDERSTANDING YOUR REQUIREMENTS**

To take the time to understand the priority of your requirements – price, timeline, and relocating, even if they change.

### **RESEARCHING THE MARKET**

Providing a sophisticated market analysis that helps you with your home search by previewing homes, keeping you up-to-date with new homes as they come on the market, what is selling and for how much, and knowing what is for sale both inside and outside the real estate professional network. Buying is all about having the right knowledge and access at your fingertips.

### **VIEWING & ASSESSING HOMES**

Reviewing homes with you and providing a comparative analysis. Referring you to expert vendors that will provide in-depth analysis and advice.

### **CONSULTATION & NEGOTIATION**

Presenting consultation, with all terms approved by you. Negotiating the best possible price and terms for you and taking care of all the details.

### **SERVICE PROVIDERS**

Helping you explore your financing options – referring you to mortgage professionals so you can make the best possible mortgage decision and assisting you in finding home-related service needs.

### **CLOSING**

Keeping you fully informed about all activities that lead to the transaction closing.



# FULL-SERVICE REAL ESTATE

When you hire Janice Burtis and her team, they will become your:

## HOME SEARCH MANAGERS

- Helping you define your goals
- Determining the best price-point and areas to search in
- Developing and implementing a custom home search feed based on your criteria
- Keeping you informed on new properties

## REAL ESTATE ADVISORS

- Setting up and attending showings with you
- Helping screen homes to make sure you are aware of the condition and any red flags
- Providing you with timely updates on properties you are interested in

## NEGOTIATORS

- Presenting and negotiating on your behalf with sellers and their agent
- Advising you on how to write a competitive offer
- Always keeping your best interests as first priority

## CLOSING MANAGERS

- Providing information to you and then sellers in a timely manner
- Only accepting certified bank drafts
- Liaising with your lawyer/notary and delivering necessary documentation
- Facilitating answers, resolving any issues during the closing process, and ensuring the process is completed seamlessly

## CONCIERGE

- Providing you with access to experts including: legal advisors, insurance experts, builders, landscapers, interior designers, rental experts, home staging experts, painters, handymen, home inspectors, and moving services

top 1%  
OF GJARA AGENTS

top 11%  
OF ALL ZILLOW PREMIER AGENTS

100%  
CLIENT SATISFACTION



# DEFINING WORKING RELATIONSHIPS

## **CUSTOMER:**

A customer is a party to a real estate transaction with whom the broker has no brokerage relationship because such party has not engaged or employed the broker, either as the party's agent or as the party's transaction-broker.

## **BUYER'S AGENT:**

A buyer's agent works solely on behalf of the buyer to promote the interests of the buyer with the utmost good faith, loyalty, and fidelity. The agent negotiates on behalf of and acts as an advocate for the buyer. The buyer's agent must disclose to potential sellers all adverse material facts actually known by the buyer's agent, including the buyer's financial ability to perform the terms of the transaction and, if a residential property, whether the buyer intends to occupy the property. A separate written buyer agency agreement is required which sets forth the duties and obligations of the broker and the buyer.

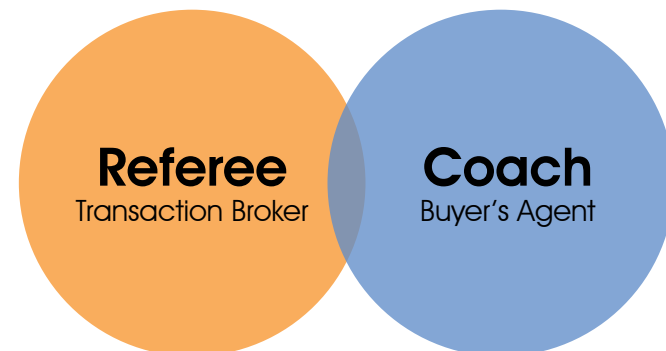
## **SELLER'S AGENT:**

A seller's agent works solely on behalf of the seller to promote the interests of the seller with the utmost good faith, loyalty, and fidelity. The agent negotiates on behalf of and acts as an advocate for the seller. The seller's agent must disclose to potential buyers all adverse material facts actually known by the seller's

agent about the property. A separate written listing agreement is required which sets forth the duties and obligations of the broker and the seller.

## **TRANSACTION BROKER:**

A transaction broker assists the buyer or seller or both throughout a real estate transaction by performing terms of any written or oral agreement, fully informing the parties, presenting all offers and assisting the parties with any contracts, including the closing of the transaction, without being an agent or advocate for any of the parties. A transaction broker must use reasonable skill and care in the performance of any oral or written agreement, and must make the same disclosures as agents about all adverse material facts actually known by the transaction broker concerning a property or a buyer's financial ability to perform the terms of a transaction and, if a residential property, whether the buyer intends to occupy the property. No written agreement is required.





# RE/MAX 4000

Just as it is imperative to choose the right agent, knowing why they have chosen to work for a specific brokerage is important. What a brokerage offers to both the agent and their clients in terms of service levels and products are keys to maximizing the success of selling and buying a home. RE/MAX 4000, Inc. is committed to supporting Janice Burtis, her team, and her clients with the highest level of service through their extensive marketing and networking platforms, innovative technology, and commitment to their community.

RE/MAX in Mesa County has maintained the largest portion of the real estate sold market share and is the leader in the local market. RE/MAX 4000 is a full-service residential and commercial real estate leader and the local real estate experts. Annually, RE/MAX 4000 reports over 1,000 property showings per month on average. The RE/MAX 4000 team consistently sells more properties than any other local real estate company. RE/MAX 4000 is proud to showcase their website and invite you to visit them at [www.gjproperties.com](http://www.gjproperties.com) where you can find all of the listings in the local real estate market.

**RE/MAX 4000 “OUR CUSTOMERS ARE OUR BUSINESS”**

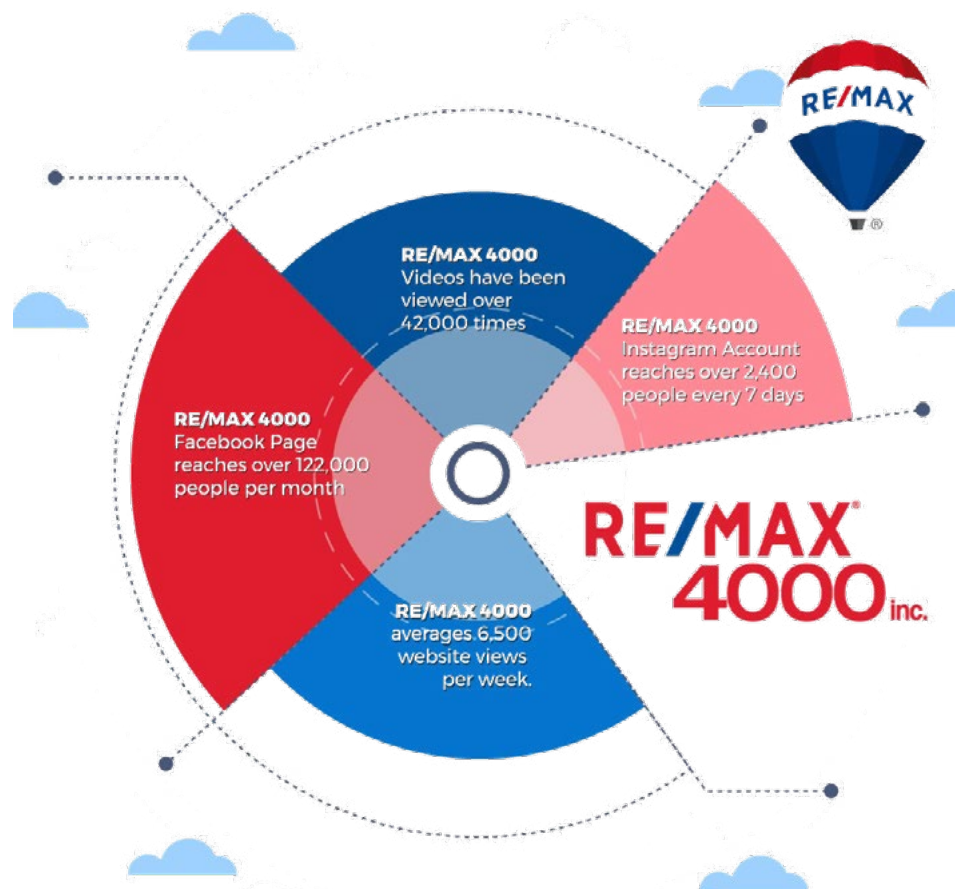






Getting your property the necessary exposure is our highest priority.  
No other company gets your home in front of more potential buyers than RE/MAX 4000.  
With the power of RE/MAX 4000 behind you, rest assured that we have you covered.  
With our technology and industry relationships, our system will put your listing onto over 2000 local, national and international websites.  
No one will get your home more exposure. Period.

[www.remax.com](http://www.remax.com) | [www.gjproperties.com](http://www.gjproperties.com)





# GET PRE-5APPROVED

No matter your prior experience, circumstance, or reason for buying, it is always in your best interest to be pre-qualified for a loan before starting to search for a home. The current rates, approval, and unexpected challenges should be addressed before you have a serious intention of buying.

The pre-approval process involves meeting with a lender and authorizing them to examine your current financial situation and credit history, which results in the amount and rate that you will be able to borrow.

## **BENEFITS OF PRE-QUALIFICATION**

- Knowing what you can afford enables you to plan accordingly – it allows you to understand how much you will be lent and how much you can actually afford to pay each month.
- As a qualified buyer, you will be taken more seriously when you make an offer on a home.
- You are able to take the time to understand the short and long-term implications, allowing you to make informed decisions and research your options.



## 5 STEPS TO THE LOAN PROCESS

### 1. APPLICATION & INTERVIEW

- Types of mortgages are reviewed in-line with your requirements
- Interest rates and terms are discussed
- Credit report is requested
- Personal information is verified

### 2. UNDERWRITING

- The mortgage package is submitted to an underwriter for approval

### 3. TITLE COMPANY

- Title is examined
- Title insurance and survey are conducted
- Borrowers sign documentation

### 4. LOAN APPROVAL

- Parties are notified of the approval
- Loan documents are completed and sent to the Title Company

### 5. FUNDING

- Lender reviews the loan package
- Funds are transferred









# LOOK FOR PROPERTY

## **THE INTERNET**

95% of all buyers use the internet to start their search for homes. Typically taking an average of 12 weeks to research the possibilities they believe their budget can match; however, not all homes are online.

## **YOUR REAL ESTATE TEAM**

Your real estate professional will assist you with narrowing your search by reviewing your 'must-haves' and 'would-likes' – making recommendations based on their experience and local knowledge.

## **YOUR REALTOR ALSO HAS ACCESS TO:**

- Previewing new properties at open houses.
- Technology that automatically sends you new home matches – so you never miss a new listing.
- Working within their network to find new properties not even listed yet.
- Every home in your preferred community including “for sale by owner,” discounted brokerages, expired listings, or homes not actually on the market.
- Emailing specific home requirements to agents in the area so they know that you are a qualified purchaser.

## **PRINT MEDIA**

High-end newspapers and real estate magazines still provide platforms that truly feature these magnificent homes. Not every home is listed on the internet and sometimes your search can miss that hidden gem because it is not online.

## **PRIVATE VIEWINGS**

Homes only open to qualified buyers are typically unique and exceptional homes.



# HOUSE HUNTING CHECKLIST

When searching for a home, it is very easy to forget important priorities, as this can be an exciting experience and can overwhelm even the most grounded. This simple checklist will help you stay focused on the important criteria.

- Make a comparison chart for when you start viewing:
  - Size
  - Positioning of the living spaces
  - General size of rooms
  - Kitchen style and appliances
  - Bedrooms
  - Bathrooms
  - En-suites
  - Garage space(s)
  - Backyard
  - Landscaping
  - Condition of roof, exterior
  - Storage space
  - Natural light
- Do you feel an emotional connection to the home?
- Take a tour of the home and do a second walk-through without emotion. Become the inspector and look beyond the surface:
  - Will your furniture fit?
  - Floor plans are a great way to see the flow and how changes can be made. Not available? Measure and draw your own.
- Check out the true storage space – open cupboards, doors, attics, basements, and storage cabinets.
- Lift up rugs and investigate for damage on the floor, under furniture, in the back of cupboards, etc. Look at every detail from floor to ceiling, including window trims, under sinks, bathroom tiles, etc.
- Look outside – understand the landscaping and the layout of other homes around the home – traffic, parking, noise, etc.
- View the property at different times of the day
- Take a moment to envision how you would use the space – does it fit your every day needs?
- Who are your neighbors?
- How long has the house been on the market?
  - Is it priced to sell?
  - Compare its price to others on the market
  - What is the resale potential?







# NEGOTIATE AN OFFER

When you have found the right home, it is time to prepare and draft an offer of purchase. This offer protects and represents your interests, while remaining legally binding on final acceptance. There are many components to an offer and your real estate professional will explain the entire process so that you are comfortable with the steps involved.

An offer can be drafted with or without conditions. An offer without conditions is known as a *firm* or *subject-free* offer. One with conditions is known as a *conditional offer* and in effect, protects one party with the placement of certain conditions on the purchase.\*

## **POINTS TO CONSIDER IN YOUR NEGOTIATIONS:**

- The condition of the home
- Length of time it's been on the market
- Buyer activity
- Location
- Urgency of the seller

The seller may accept your initial offer, reject your offer, or present a counter offer. The counter offer may differ from your original offer in respect to price, conditions, closing date, or any other items. Offers can be countered back and forth until one of you accepts or rejects, ending the negotiations altogether.

*\*Understanding Contractual Terminology – see our glossary of terms.*







## HOME INSPECTION

A home inspection is a very important step in the home buying process. Whether you know an excellent Home Inspector or need a recommendation, here are a few questions to make sure you ask:

- ☐ Do you belong to a professional association?
- ☐ How experienced are you?
- ☐ How do you keep your expertise up to date?
- ☐ Do you focus on residential inspection?
- ☐ How long will the inspection take?
- ☐ How much does the inspection cost?
- ☐ Will I be able to attend the inspection?
- ☐ What items will be inspected?

## TYPICAL HOME INSPECTIONS WILL COVER

- ☐ Structure
- ☐ Exterior
- ☐ Roofing
- ☐ Plumbing
- ☐ Electrical
- ☐ Heating & Air Conditioning
- ☐ Interiors
- ☐ Ventilation/Insulation
- ☐ Fireplaces

## WHAT ITEMS ARE NOT INSPECTED?

Irrigation systems. Septic systems. Sewer lines. Wells. Ask for a specialist if there are items that the inspector does not cover and the property you are purchasing has them.





# REMOVE CONTINGENCIES

Once both parties accept the sales contract and its contingencies (that is, any conditions either party may be subjected to) they will start to work towards removing them.

Your Realtor will advise you on what contingencies you can remove based on the results, once the appropriate due diligence has been completed. Ideally, both parties should have been able to negotiate a reasonable time in which to remove these conditions.

It is important to understand the options available to you should one of your conditions not be removable prior to the contract date. This does not automatically mean that the 'deal is dead' – having a real estate professional who is a good negotiator and will work with the seller's agent to find a solution is key.

Equally, conditions that the seller needs to address can also be provided with extensions – particularly important when a problem is found during the house inspection. Once you are satisfied and wish to commit to purchasing the home, a contingency removal document will be prepared for both parties to sign.

**Ask about Radon, Lead-Based Paint, and Asbestos.**



# PREPARE FOR CLOSING

After all the contingencies have been removed, it becomes the responsibility of the legal and financial institutions to prepare all the necessary paperwork. Should there be any issues, your real estate professional will contact you.

Closing day marks the end of your home buying process and the following items should be brought to the closing:

- A cashier's check for closing costs and down payment. Make the check payable to the title company
- Photo IDs

At closing you will sign all your legal documents, including paperwork relating to your mortgage and the transfer of ownership of the property. There are usually representatives from the Escrow Company or a lawyer to facilitate the exchange.

When closing is finished, you should not only have the keys to the property, but a copy of the documentation that relates to the property, including a statement of costs, a statement outlining your mortgage terms, your mortgage note and a copy of your deed of trust. At the end of closing, the deed will be taken and recorded at the county clerk's office. It will be sent to you after processing.

*TIP: Make arrangements to see the new home the day before you close to ensure the home is in the condition per the contract agreement.*

**We will receive settlement statement 2-3 days prior to closing from the title company to review with you.**





## BUYER'S CLOSING COSTS

- Lender's title policy premium
- Closing Service Fee
- Recording charges for all documents in buyers' names
- All new loan charges - including Appraisal
- Interest on a new loan from date of funding to 30 days prior to first payment date
- Assumption/change of records fees for takeover of existing loan
- Home owners insurance premium for the first year
- Home inspection(s)
- Reserve account for taxes and insurance
- Flood certification fee







# TIME TO MOVE IN

Moving into a new home is an exciting time but it can also be stressful, even if you are hiring professionals. This guide will provide some important insight:

- Hire a moving company. Book early – especially if you are moving at the end or beginning of the month.
- Be sure to get a written confirmation of pricing and the date.
- You should begin to de-clutter your present home – it's the perfect time to donate items that you no longer use.
- Time to start packing! Begin with items in your home you do not use regularly. Pack room by room.
- Make sure the boxes are clearly labeled and easy to identify which room the box is going in for your new home. Label boxes as "fragile," as needed.
- Make sure to note and photograph items of significant value for insurance purposes.
- Provide a detailed map and directions for your movers including a cell phone number where you can be reached on moving day.
- Be present when the truck is being loaded and unloaded just in case your movers have questions.
- Change your address – post office, banks, cable, internet and phone, insurance company, utility company, credit card company, doctor and dentists, and any subscriptions you may have.
- For both the new and old home, make a note of all utility meter readings.
- Pack a travel bag with the items your family may need on moving day such as toothbrushes, a change of clothing, medications, hair brushes, soap, toilet paper, towels, etc.
- Arrange for cleaners for the new home and old home. Even if the previous owner hires a cleaner – that extra touch before you arrive makes your new home feel fresh and ready.





# COMMON HOME BUYER MISTAKES

1. Going over budget – even the wealthiest of us need to understand the associated living costs.
2. Not pre-qualifying for a mortgage.
3. Not shopping for the most suitable mortgage to match your requirements.
4. Not understanding all the terms and conditions: interest rates, length of contracts, mortgage types and rates, etc., before selecting your mortgage.
5. Buying a new home before you sold your old home.
6. Not understanding the true costs associated with buying your home.
7. Not using professionals to assist in all aspects of your home purchase including a mortgage advisor, home inspector, lawyer, notary, or a moving company.











# FREQUENTLY ASKED QUESTIONS

## **WHEN IS THE BEST TIME TO BUY?**

When you have found the right home. Don't wait for perfect conditions to buy – they don't exist.

## **WHEN IS THE BEST TIME TO GET A MORTGAGE?**

Getting pre-qualified before you start searching – this will help immensely and prevent disappointment.

## **HOW DO I CHOOSE A REAL ESTATE PROFESSIONAL?**

Ask if they know the local market, can they give you references, etc. Think of the process as equivalent to giving a job interview – do they know your local market, price points, and types of homes? Ask for references!

## **HOW DO I FIND THE PERFECT HOME?**

Prioritizing and compromising are necessary elements. Compile a list of 'must-haves' and then a list of 'would-likes' – you will never find the right home otherwise.

## **HOW DO I KNOW WHEN IT'S RIGHT TO PRESENT AN OFFER?**

Don't be afraid to write an offer – there is no commitment until you remove all the contingencies. However, don't write an unrealistic offer. Offer instead what the property is worth to you, otherwise you may be helping someone else's offer look good!

## **CAN I GET OUT OF A DEAL IF I DECIDE THE PROPERTY OR DEAL ISN'T RIGHT FOR ME?**

Don't be afraid to back out of the deal you have not gone too far until the contingencies have been removed.

## **WHOSE OPINION SHOULD I TRUST WHEN BUYING A HOME?**

Trust personal instinct and trusted advisors – do what feels right – too much stress indicates it's time to walk away.



# WHY HIRE JANICE BURTIS AND HER TEAM?

Janice Burtis and her team are dedicated to serving their customers at the highest level while honoring our values of loyalty, integrity, and respect. They strive for outstanding customer service and relationships that last a lifetime. They create positive, welcoming, and compassionate interactions, so their customers feel like members of their family.



"My husband and I were looking for the 'perfect' retirement home somewhere in Colorado. Janice listened to our needs in both a house and a community and helped us discover the delightful community of Fruita. We couldn't be more pleased with our new house in Fruita and its proximity to cycling, a cute and convenient downtown, and friendly neighbors. Not only did Janice help us find a house perfect for our needs, but she also helped us negotiate a good price, connected us with a good lender, and kept on top of the entire process from contract to closing. We highly recommend Janice Burtis for all your real estate needs."

***Penny & Eric Jansen***

"Over the last few years I have used Janice four times to buy homes in Grand Junction. One of those was for my son and his wife, and three of those were rental homes for my own account. The last two rental properties I never even looked at. She called me, told me she thought they were sound investments, and I

bought them sight unseen at the price and terms she suggested. She handled the negotiations, inspections, and incidental work, got me connected with a good management company, and took care of any loose ends that came up. I pretty much just followed her advice and approved her recommendations, and have never been disappointed. That should speak volumes about what I think of her knowledge, judgment, integrity, and skill. As icing on the cake, she is a pleasure to work with, a ray of sunshine, and a joy to know. Maybe there is someone as good as Janice in the Grand Junction area, but it is hard to see how there could be anyone better."

***John & Susie Siegesmund***

"It isn't about selling a house for Janice, it's about her helping you fulfill your dreams. Her genuine kindness and enthusiasm in helping us find the perfect home for our family will never be forgotten and will be forever appreciated!"

***Melissa Calkins***





"Janice and her team are amazing! They were efficient, timely, and extremely helpful with the entire home selling process - from the listing price to photos to generally getting our home ready to hit the market. Our home was under contract in less than one week! I highly recommend the entire Janice Burtis Team!"

***Bobby Brown***

"Janice and her team went above and beyond. They helped me see the big picture when things were falling apart. We made a deal that was fair to all and met all deadlines for closing. I will use them again."

***Wendell Gates***

"What we appreciate most about Janice is her honesty and work ethic. She has taken care of us for more than 30 years and never disappoints. She is knowledgeable about real estate and has the best interest of her clients as her top priority!"

***Marilyn Hunt***

"Absolutely love Janice's team!!!! Sold two houses and bought two houses — now going back to do it again. I won't go anywhere else; they are all family!! Greatest experience ever and will recommend them to everyone."

***Kristina Thompson***

"Janice and her team have been such a blessing to us! The team came up with several options and we were successful in finding a commercial income property. All went smoothly, especially with Janice's personal interest and contacts. I recommend her top notch team!"

***Carla Vanderploeg***

"I hired Janice to sell my house after having no luck with another real estate agent who listed my home. A mutual friend connected us and I was blown away by how prepared she was and the value she brought (mine was a high-end home). She not only sold it quickly, but at a good price and since then, I have bought another house with her. Over the years, we've become closer and I consider her one of my dearest friends. She's a Salt of the Earth person and I would recommend her services to anyone!"

***Mary Ann Griffith***

"Janice has been our family's real estate advisor since 2013 and has been an absolute godsend to us. She's helped us navigate both real estate and investments that we've made and she's been by our side as newlyweds, new parents and watched our kids get older. Every home she's found for us throughout life's transitions has been perfect. We couldn't have done it without her — we are super thankful for Janice!"

***Julie Tennyson***



# CLIENT APPRECIATION PROGRAM

## SERVICE BEFORE, DURING, AND AFTER THE SALE

- Even after your closing, we'll be there to assist you with all your real estate needs
- You'll be receiving valuable information in the mail on a monthly basis
- Consider us your source of referrals for all types of businesses, whether related to a real estate transaction or not. We've partnered with competent professionals who would be happy to serve you

WE ARE NEVER TOO BUSY FOR ANY OF YOUR REFERRALS

WE WANT  
TO BE PART  
OF YOUR  
JOURNEY



Relationships Are More Important  
Than Transactions

Monthly Real Estate New Mailed  
Directly To You



# GIVE WHERE YOU LIVE

Our business is about more than transactions, we live, work and spend our free time enjoying the beautiful Grand Valley area and are deeply committed to supporting the local charities that help our neighborhoods thrive. A portion of every real estate transaction is gifted to one of the following non-profits.





# A HOME BUYER'S GLOSSARY

When buying a home, it's important to understand some of the key concepts and terms. Throughout the purchase process, your real estate professional will be available to explain any unfamiliar terms you encounter. That said, here is a short list of terms you'll want to know:

**Abstract Of Title** – A complete historical summary of the public records relating to the legal ownership of a particular property from the time of the first transfer to the present.

**Adjustable Rate Mortgage (ARM)** – Also known as a variable-rate loan, an ARM is one in which the interest rate changes over time.

**Agreement of Sale** – Also known as contract of purchase, purchase agreement, or sales agreement according to location or jurisdiction. A contract in which a seller and buyer agree to transact under certain terms, spelled out in writing and signed by both parties.

**Amortization** – The process of reducing the principal debt through a schedule of fixed payments at regular intervals of time, with an interest rate specified in a loan document.

**Appraisal** – An appraiser's estimate of the market value of a property based on local market data and the recent sale prices of similar properties.

**Assessed Value** – The value placed on a home by municipal assessors for the purposes of determining property taxes.

**Closing** – The final steps in the transfer of property ownership. On the closing date, as specified by the sales agreement, the buyer inspects and signs all the documents relating to the transaction and the final disbursements are paid. Also referred to as the Settlement.

**Closing Costs** – The costs to complete a real estate transaction in addition to the price of the home, may include: points, taxes, title insurance, appraisal fees, and legal fees.

**Closing Date** – This is usually the date that the legal ownership of the property transfers from the seller to the buyer.

**Conditions or Subjects** – Items that are usually put in place to protect a party's interests upon selling or buying the property and refer to things that must occur or be in place before the sale closes. Some of these conditions could be "subject to financing approval," "subject to the buyer's house selling," "subject to seller finding suitable housing," etc.

**Contingency** – A clause in the purchase contract that describes certain conditions that must be met and agreed upon by both buyer and seller before the contract is binding.

**Conventional Mortgage** – One that is not insured or guaranteed by the federal government.

**Counter Offer** – An offer, made in response to a previous offer, that rejects all or part of it, while enabling negotiations to continue towards a mutually-acceptable sales contract.

**Debt-to-Income Ratio** – A ratio that measures total debt burden. It is calculated by dividing gross monthly debt repayments, including mortgages, by gross monthly income.

**Deposit** – The amount of money provided from the buyer to the seller as a token of the buyer's assurance and intention to buy the property involved. The deposit is applied against the purchase price of the home once the sale has closed. Your agent can assist you in proposing a certain and appropriate amount for the deposit.

**Disclosures** – Disclosure statements, which can come in a variety of forms, are the buyer's opportunity to learn as much as they can about the property. Seller disclosures are based on seller's knowledge of issues. They to serve to inform buyers; they can protect the sellers from future legal action. It is the seller's chance to lay out anything that can negatively affect the value, usefulness, or enjoyment of the property.

**Down Payment** – The money paid by the buyer to the lender at the time of the closing. The amount is the difference between the sales price and the mortgage loan. Requirements vary by loan type. Down payments less than 20% usually require mortgage insurance.

**Earnest Money** – A deposit given by the buyer to bind a purchase offer and which is held in escrow. If the property sale is closed, the deposit is applied to the purchase price. If the buyer does not fulfill all contract obligations, the deposit may be forfeited.

**Easements** – Legal right of access to use a property by individuals or groups for specific purposes. Easements may affect property values and are sometimes part of the deed.

**Equity** – The value of the property, less the loan balance and any outstanding liens or other debts against the property.

**Escrow** – Funds held by a neutral third party (the escrow agent) until conditions of a contract are met and the funds can be paid out. Escrow accounts are also used by loan services to pay property taxes and homeowner's insurance.



Fixed-Rate Mortgage – A type of mortgage loan in which the interest rate does not change during the entire term of the loan.

Home Inspection – Professional inspection of a home, paid for by the buyer, to evaluate the quality and safety of its plumbing, heating, wiring, appliances, roof, foundation, etc.

Home Warranty - Service contract that covers the repair or replacement of home system components and appliances that break down.

Homeowner's Insurance – A policy that protects you and the lender from natural disasters and liabilities, such as a visitor injury, or damage to your personal property.

Inclusions and Exclusions – Specifications within the offer that detail the items to be included or excluded from the purchase of the property. Typical inclusions are appliances, window coverings, fixtures, and decorative pieces.

Lien – A claim or charge on property for payment of a debt. With a mortgage, the lender has the right to take the Title to your property if you don't make the mortgage payments.

Market Value – The amount a buyer would pay a seller for a home. An appraised value is an estimate of the current fair market value.

Mortgage Insurance – Purchased by the buyer to protect the lender in the event of default (typically for loans with less than 20% down). Available through a government agency like the Federal Housing Administration (FHA) or through private mortgage insurers (PMI).

Possession and Adjustment Dates – When the buyer takes possession as specified in contract of purchase and adjustments are made for prepaid taxes, maintenance fees, etc. They are usually the same date.

Possession Date – The date, as specified by the sales agreement, that the buyer can move into the property. Generally, it occurs within a couple days of the Closing Date.

Pre-Approval Letter – A letter from a mortgage lender indicating that a buyer qualifies for a mortgage of a specific amount. It also shows a home seller that you're a serious buyer.

Principal – The amount of money borrowed from a lender to buy a home, or the amount of the loan that has not yet been repaid. Does not include the interest paid to borrow.

Purchase Contract – A detailed written document which makes an offer to purchase a property, and may be amended several times in the process of negotiations. When signed by all parties involved in the sale, the Purchase Offer becomes a legally-binding sales agreement.\*

Purchase Price – The amount that the buyer is offering to pay for the property, usually dependent on market conditions and may differ from the seller's current asking price. There is no "normal" amount or percentage that a price will differ from its asking price, as the final price will be determined by many factors, including the seller's motivation and how close the asking price is to actual "market value".

Terms – An offer includes certain "terms," which specify the total price offered and how the financing will be arranged, such as if you will arrange your own with a financial institution or mortgage broker or if you wish to take over the seller's mortgage (assumability).

Title – The right to, and the ownership of, property. A Title or Deed is sometimes used as proof of ownership of land. Clear title refers to a title that has no legal defects.

Title Insurance – Insurance policy that guarantees the accuracy of the title search and protects lenders and homeowners against legal problems with the title.

Title Search – A historical review of all legal documents relating to ownership of a property to determine if there have been any flaws in prior transfers of ownership or if there are any claims or encumbrances on the title to the property.

Truth-In-Lending Act (TILA) – Federal law that requires disclosure of a Truth-In-Lending statement for consumer loans. The statement includes a summary of the total cost of credit.

\* The Purchase Offer and contract procedures vary by region.



# NOTES

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On behalf of myself and my team, I'd like to thank you for giving me the opportunity to present this preview of the marketing services we can offer.

I'd be pleased to assist you with the sale of your present home and the purchase of your next home, and the next one, because I'm not just providing a service -

I'm building a relationship. Please let me know when I can be of service.

Call me before you make any important real estate decisions, you'll be glad you did.

*Janice*

**We are not just providing a service. We are building relationships and we want to be a part of your journey.**



