


PAULY  
PRESLEY  
REALTY

# Buyer's GUIDE

YOU'RE  
MY

BUTTER  
HALF

A photograph of a modern building with a concrete walkway and landscaping. The building has a mix of dark grey and light grey siding. There are several windows, some with white frames. The sky is clear blue, and there are some bare trees in the background. The overall scene is bright and clear.

*It has always been essential for our agents and associates to be extensively educated in their specializations. Our entire team shares the passion to bring creativity, dedication, and flexibility to the job when achieving goals for our clients. Over 35 Realtors® are available to represent you, and each of our agents brings something very unique to the table. We're approachable, professional, and know the ins and outs of Austin. You will love working with a Pauly Presley Realty agent and the service they provide. Feel comfortable knowing your real estate needs are in good and experienced hands.*



## PAULY PRESLEY REALTY

Since 2005, Pauly Presley Realty has been building an expert team of Realtors® to help the residents of Austin and its surrounding areas find their dream homes and condos, start and bolster their investment portfolios, and locate the perfect apartment to lease. With over 35 real estate agents on the Pauly Presley Realty team, we have agents specializing in every type of housing that Austin has to offer. From high-end downtown condos to cozy apartments for lease; from vintage homes in trendy neighborhoods to sprawling mansions in the hill country, our agents do it all. Pauly Presley Realty agents are ready to help you find your dream home within your budget, within your time-frame, and at no cost of service to you. We look forward to helping you throughout all your steps across the entire real estate process.

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PAULY PRESLEY REALTY  
2401 E 6th St #3033  
Austin, TX 78702  
512.482.9602

# *the buying process*

## STEPS TO BUYING YOUR NEXT HOME.



### 1. TALK WITH A LENDER TO SECURE FINANCING

Before you begin the home buying process, you are encouraged to speak with a lender who will help facilitate and determine how much you can afford in a home and what type of loan you will be using. The lender will provide you with a pre-approval letter for the amount you require. This will be vital when you submit an offer.



### 2. SEARCH FOR YOUR HOME

Once you have received your pre-approval from your lender, it's time to begin your home buying search. Your Pauly Presley Realty agent will help you narrow down your criteria; including which neighborhoods you want to target, school districts, size of home, home features, etc. We will use the Austin Multiple Listing Service to create a customized and real-time search of active listings to begin viewing properties you're interested in purchasing.



### 3. MAKE AN OFFER

Once you find the right property, your Pauly Presley Realty agent will review market conditions and determine the best way to approach making an offer. This can mean anything from low-balling to offering over asking price in a multiple offer situation. The negotiations may go back and forth a few times before finalizing terms.



### 4. UNDER CONTRACT

After both parties have accepted the terms, you'll go "under contract." At this time you'll provide an Earnest Money check to the title company to open escrow and provide an "option check" to the seller for an option/inspection period. You have 3 calendar days to deliver Earnest Money and 3 calendar days to deliver Option Money. Deliver documents requested by the lender within 24-48 hours.



## 5. OPTION & INSPECTION

Now begins the negotiated option period, usually about 7 days but can range from 5-10 days. Inspections are performed to get an accurate picture of the material aspects of the property, including any minor and/or major defects that could affect your decision to purchase the property. It is important to note that negotiations will also take place during the option period based on the results of the inspections.



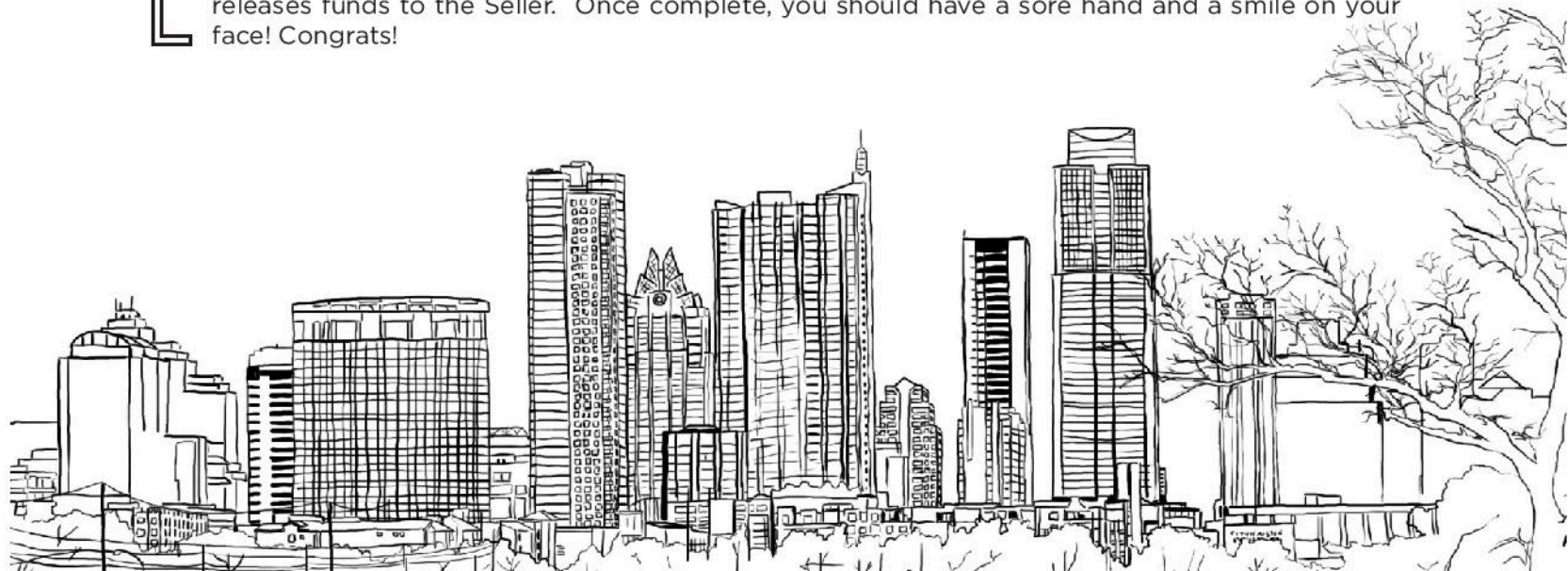
## 6. APPRAISAL

After the inspections are complete, and any changes or negotiations made to the contract have been agreed upon by both parties, your lender will order an appraisal on the property. Please keep in mind that it is imperative that you provide documents to the lender as soon as possible, when requested.



## 7. CLOSING

On the day of closing you will need to bring a cashier's check for your down payment and closing costs along with a photo ID. You will receive keys once all docs are signed and your lender releases funds to the Seller. Once complete, you should have a sore hand and a smile on your face! Congrats!



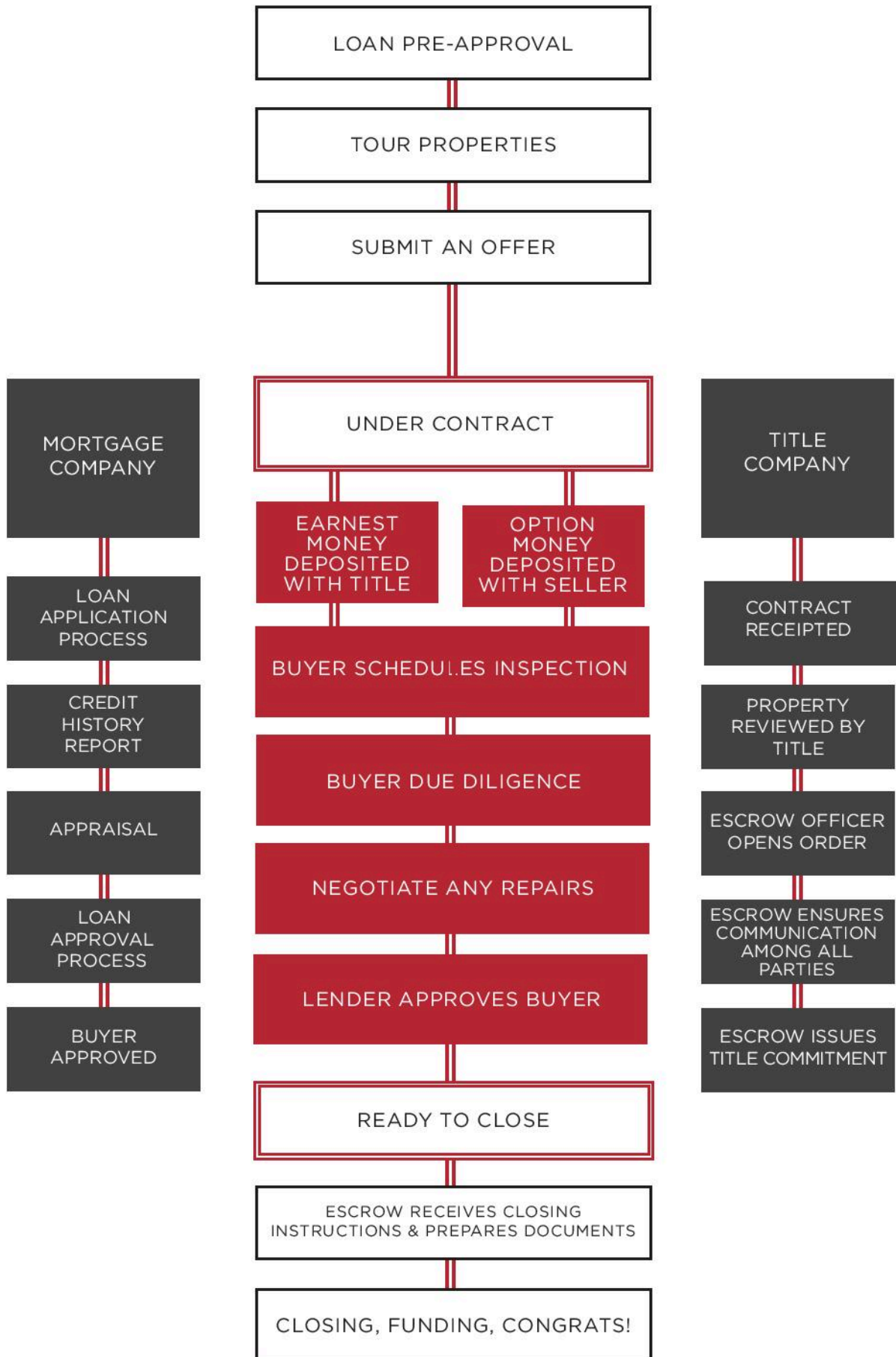
# *the process of* REAL ESTATE TRANSACTIONS

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“*Your agent is like the conductor of a symphony, they make sure all the parties involved are working in harmony.*”

*-Brad Pauly*  
BROKER/OWNER



# 8 *things the buyer* SHOULD NOT DO.

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THIS IS A GUIDE THAT WILL PREVENT ANY UNNECESSARY DELAYS WHEN BUYING A HOME THAT COULD POSSIBLY DISQUALIFY YOU FROM OBTAINING A HOME MORTGAGE LOAN.

1. CHANGE YOUR JOB
2. HURT CREDIT BY MISSING PAYMENTS
3. BECOME UNEMPLOYED
4. BUY A NEW CAR OR OTHER HIGH DOLLAR ITEM
5. APPLY FOR A CREDIT CARD
6. MAKE HIGH DOLLAR PURCHASES ON A CREDIT CARD
7. DECREASE YOUR SAVINGS ACCOUNT
8. COSIGN FOR ANYONE







# *making the offer* WHAT WILL HELP.

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*“There are two kinds of Sellers: A Seller who needs to sell and a Seller who does not need to sell.” - Brad Pauly Broker/Owner*

## WHAT CONSTITUTES A GOOD OFFER?

Your Pauly Presley Realty agent will run a comparable sales analysis to determine the best offer for the property and the value it holds for you as the Buyer.

## HOW DO I HANDLE A MULTIPLE OFFER SITUATION AS A BUYER?

Meeting the demands of the Seller is key. In most multiple offer situations, you get a single chance to present your highest and best offer. Staying flexible and accommodating the Seller's needs can often result in a favorable decision.

## IS IT CONSTRUCTIVE TO PROVIDE PERSONAL PHOTOS AND A LETTER TO THE SELLER WITH THE OFFER?

It is a way to make your offer gain attention. By providing these items, you are personalizing the experience and generating an image of who is purchasing.

## HOW LONG DOES IT TAKE FOR AN OFFER TO BE ACCEPTED?

This can vary from instant acceptance to a few days. After 7 days, if an offer hasn't been accepted, rejected, or countered, it is void.

## WHAT IS A COUNTER OFFER?

When a Buyer or Seller wants to modify the terms of the offer. Once the counter offer is made, a Buyer or Seller can counter offer again, accept, or reject.

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## *costs the buyer* SHOULD EXPECT.

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### EARNEST MONEY

1% of the sales price is customary, but earnest money is a negotiable term. The earnest money is credited to the Buyer at closing as a portion of the down payment or closing costs. Earnest money is refundable if the Buyer backs out during the option period.

### OPTION MONEY

The amount is negotiable, but generally ranges from \$100-500. The option period gives you time to have the property inspected and negotiate any repairs/credits. It also gives you the right to terminate the contract and receive your earnest money back.

### INSPECTION

During the option period it is recommended that you hire an inspector to look at the property. Majority of the time on a home under 3,000 square feet, an inspection will run around \$350-\$500. You should also have a pest/termite inspection completed, usually around \$100.

### APPRAISAL

An appraisal of the property typically costs between \$450 - \$550. You will need to pay your lender/appraiser for this prior to the completion of the appraisal.

### SURVEY

If the Seller does not have a usable survey, the survey is typically purchased by the Buyer. A survey will typically cost around \$500-\$700.

### CLOSING COSTS

Closing costs consist of mostly loan items, title fees, and sometimes taxes. The total amount generally falls between 2-3% of the purchase price. These costs will be paid at closing along with your down payment.



# # *helpful numbers* & RESOURCES.

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## PHONE | INTERNET | TELEVISION

AT&T / DISH NETWORK  
800/288-2020 att.com  
CENTURYTEL  
800/201.4099 centurytel.com  
DIRECT TV  
888/777-2454 directv.com

EMBARQ  
800/788-3500 embarq.com  
GRANDE COMMUNICATIONS  
512/220-4600 grandecom.com  
SUDDENLINK  
888/822-5151 suddenlink.com

TIME WARNER  
800/418-8848 timewarnercable.com  
VERIZON  
800/480-4400 verizon.com

## ELECTRIC

ELECTRICAUSTIN ENERGY  
888/340-6465 austinenergy.com  
BARTLETT ELECTRIC CO-OP  
512/746-2771 bartlettec.coop  
BLUEBONNET ELECTRIC COOP  
800/842-7708

CENTERPOINT ENERGY  
800/427-7142 centerpointenergy.com  
CITY OF GEORGETOWN  
512/930-3640georgetown.org  
PEDERNALES ELECTRIC COOP  
888/554-4732.pec.coop

SIMPLE POWER  
888-897-4675 simplepower.net  
TXU ENERGY  
866/575-4898 txu.com

## WATER

AUSTIN ENERGY  
888/340-6465 AUSTINENERGY.COM  
CHISHOLM TRAIL S.U.D.  
254/793-3103 chisholmtrailwater.org  
CITY OF CEDAR PARK  
512/401-5550cedarparktx.us  
CITY OF GEORGETOWN  
512/930-3640 georgetown.org  
CITY OF JONESTOWN  
512/267-3243 jonestown.org  
CITY OF LEANDER  
512/259-1142 ci.leander.tx.us

CITY OF PFLUGERVILLE  
512/251-3076 cityofpflugerville.com  
CITY OF ROUND ROCK  
800/565-1800roundrocktexas.gov  
ECO RESOURCES  
800/856-0303 ECORESOURCES.COM  
HURST CREEK MUD  
512/261-6281 hurstcreekmud.org  
JARRELL-SCHWERTNER  
512/746-2114 jswatersupply.com  
JONAH WATER S.U.D.  
512/759-1286 jonahwatersud.com

LAGO VISTA CITY  
512/267-1155 lagovistatexas.org  
LAKEWAY MUD  
512/261-6222 lakewaymud.org  
MANVILLE WATER  
888/856- 2488 manvillewsc.org  
POINT VENTURE WCID  
512/267-1641 traviscountytax.org

## GAS

ATMOS ENERGY  
800/460-3030 atmosenergy.com  
CENTERPOINT ENERGY  
800/427-7142 centerpointenergy.com

METROPOLITAN PROPANE  
512/454-6200 huttotx.gov  
TXU ENERGY  
800/460-3030 txu.com

TEXAS GAS SERVICE  
800/700-2443 texasgasservice.com  
TEXAS COMMUNITY PROPANE  
877/635-5427 huttotx.gov

# *fido*

*we love our pets*  
PLACES TO GO.

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*Austin is one of the most pet-friendly cities in the country. Here's a list of places to make your fur-family feel at home too!*

1. AUDITORIUM SHORES  
920 W. RIVERSIDE DR.
2. BARTON CREEK GREENBELT PRESERVE  
3755 B CAPITAL OF TEXAS HWY
3. BOB WENTZ PARK  
BOB WENTZ PARK RD.
4. BULL CREEK DISTRICT DOG PARK  
6701 LAKEWOOD DR.
5. FAR WEST ROW  
BETWEEN GREAT NORTHERN BLVD.  
& SHOAL CREEK BLVD.
6. NORTHEAST DISTRICT PARK  
5909 CRYSTALBROOK DR.



PAULY  
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*thank you.*  
WELCOME HOME.

[www.paulypresleyrealty.com](http://www.paulypresleyrealty.com)