



- **United Acreage & Property Marketing**
- **United Residential & Prestige**

Steps For Selling Your Property

Selling a property is a complex procedure. Whether it's your first time, or you're an experienced seller, it's very easy to forget things and feel overwhelmed. While you should always feel comfortable asking questions, the following 'event roadmap' might help keep you on track:

Step 1: Prior to marketing your property for sale

- Select an agent
- Sign an agency agreement with your agent
- Arrange for a Contract of Sale to be prepared through your solicitor or conveyancer and for it to be sent to your agent
- Agent receives a copy of your contract of sale from your solicitor or conveyancer
- Agent prepares marketing campaign & advertising materials
- You prepare your property for photography, inspections and open homes

Step 2: During the marketing of your property

- Agent conducts buyer inspections and/or open homes and provides you with feedback
- Agent keeps you informed about what advertising is being done to promote your property
- Agent submits any offers received from buyers to you, for your consideration
- You start looking for a new property to move to (whether you're going to rent or buy), start packing things you don't use often and enquire about removalists, storage, etc. so you're organised once your property sells

Step 3: Accepting the offer

- Agent negotiates a sale price (hopefully exceeding your expectations)
- Agent accepts an initial 0.25% deposit from buyer and the contracts of sale are signed by all parties (in most cases)
- Contracts are exchanged with a cooling-off period (usually 5 to 10 business days)
- Cooling-off period ends, if buyer proceeds with the sale they pay balance of deposit (usually 10%) (in most cases), which means you are exchanged unconditionally (ie. sold)
- With Auctions or 66W exchanges there is no cooling off period and buyers pay full deposit (usually 10%) on fall of the hammer or upon unconditional exchange

Step 4: Settlement of your property

- Settlement period is usually 42 days from the date of initial exchange unless previously negotiated to be longer or shorter or as specified in the contract prepared by your solicitor or conveyancer
- Pack and organise your move
- Ensure you are leaving the property with all the inclusions/exclusions and in the condition outlined in the contract
- Move to your new home by the settlement date
- Buyer will conduct a final inspection with the agent prior to settlement
- Arrange for the keys to be in the agents possession prior to settlement

Don't worry about all of these steps too much, we will help you along the way to make the process as stress-free as possible
