

SELLING CHECKLIST

- Engage Christolynn Conveyancing Services to help with all the legal work
- Complete our Vendor's initial information sheet and sign the agreement
- Christolynn Conveyancing Services will prepare your contract.
- Christolynn Conveyancing Services will provide your contract to your nominated agent.
- Agent will hold an auction Or conduct Open Home Inspections.
- Upon accepting an offer, the agent will require you to sign a Contract under a Cooling Off period OR they will send Christolynn Conveyancing Services the contract for you to sign under a solicitor/conveyancer exchange.
- Contact your bank and arrange for them to prepare a Discharge Of Mortgage. They will send you a Discharge Authority to sign.
- Provide Christolynn Conveyancing Services with a copy of the signed Discharge Authority.
- The purchasers will arrange a Final inspection with the agent.
- Prior to Settlement day Christolynn Conveyancing Services will speak to you about where you want your Nett Proceeds of Sale to be deposited.
- Christolynn Conveyancing Services will ring you once settlement has taken place and advise the agent that settlement has taken place.
- Congratulations you have sold your home!
- Christolynn Conveyancing Services will send you a Settlement Statement within seven (7) of settlement of your property.