

 **Call Us: 03 9749 8515** (tel:0397498515)

Pre-Selling Property Checklist

- ☐ Contact two separate reputable real estate agents and discuss marketing plan to sell your property.
- ☐ Based on the information provided by the real estate agents, do your own research on, how much your property is worth.
- ☐ Choose a legal practitioner / conveyancer to prepare the vendor statement (Section 32 statement)
- ☐ Have a written legal agreement with the real estate agent with the terms of sale discussed with the agent.
- ☐ During a sale, ensure that the real estate agent abides by all the promises they have made, which is also present in the agreement you would have signed with them
- ☐ Discuss all aspects of the property with the agent you finalize to sell your property through (items in the property which are included in the sale, price at which you want the property to be sold for, settlement duration, offers willing to consider, etc..)
- ☐ Before accepting offers for the property, discuss all the legal proceedings with a conveyancer.
- ☐ Once you have accepted an offer, contact the conveyancer. Discuss with your conveyancer about your legal obligations for settlement.
- ☐ It is necessary to engage a licensed conveyancer (A4 Conveyancing Pty Ltd, Suite 3, 10 Watton St, Werribee, Vic.3030. Ph: (03) 9749 8515. Email: admin@a4conveyancing.com.au) to help complete all legal contracts and obligations.