

## Purchasers checklist

### Pre-Exchange

- Verification of Identity - complete with passport and driver's license
- Searches - Pest and building /strata/ etc
- Visit Council to discuss future plans
- Review contract

### Re-inspect the property

- Appliances - air conditioner, heater, stove, rangehood, dishwasher
- Lights
- Automatic garage door
- Water pressure
- Get finance approval
- Pay deposit
- Authorise us to exchange

### After-Exchange

- Organise removalist
- Obtain insurance
- Sign mortgage documents
- Make a list of who you need to change your address with
- Make arrangements for a final inspection with agent
- Organise electricity, phone, gas connections
- Check the statements we send to you in the week before settlement
- Make sure any funds you are contributing are in an accessible account
- Call KCS with any questions!
- Attend final inspection - check for rubbish, damage, furniture left behind etc
- Provide your authorisation to KCS to settle

### Settlement

- We will call you to confirm settlement has been completed
- Pick up the keys from the agent
- Consider changing locks especially if property was previously tenanted
- Advise relevant people of change of address or mail redirection

Please call us with any questions,  
we're here for you 24/7 – 6332 6133