

# YOUR EZYSTEP PROCESS GUIDE



Ezystep will provide you with the highest professional service, at the best value all inclusive flat rate. Let Ezystep take the stress out of purchasing for you!

## STEP 1

Once you have found your dream home instruct Ezystep to review your contract and order all your due diligence enquiries. Within the cooling off period we will liaise with your banker or broker to obtain your unconditional finance approval. Once all approved and reports satisfactory, you need to pay your deposit.

## STEP 3

If borrowing finance; It is important that you sign your loan documents and return them with urgency to ensure settlement is not delayed. Arrange for insurance for your new home and removalist if required for settlement date.

## STEP 5

Collect the keys and move into your new home. ENJOY.

## STEP 2

Exchange of contracts, sold sign goes up. Ezystep will order searches and enquiries and liaise with your mortgagee to prepare your file for settlement.

## STEP 4

Ezystep will advise of your confirmed settlement date and time. Liaise with your agent to book in final inspection of the property within 24-48 hours of the settlement date. On settlement the title will be transferred into your name as the new legal owner.

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02 4067 9871

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# SELL



At Ezystep we know selling one of your life's most important asset's is not an easy decision. Rest assured, at Ezystep we specialise in property law and have years of experience and we will provide you with simple, straightforward and uncomplicated conveyancing.

## STEP 1

Instruct Ezystep conveyancing to prepare marketing contract for sale. This can be prepared for you within 24 hours and sent to your agent of your choice.

## STEP 2

Negotiate price with purchaser. Contracts will be exchanged under a 5 day cooling off period with your agent. The Purchaser will have the chance to conduct there pre purchase inspections and their finance to be approved. On the expiry of the cooling off period the purchaser pays their 10% deposit and sold sign goes up.

## STEP 3

Ezystep will assist you with arranging your mortgage to be discharged if applicable, and prepare your documents for settlement.

## STEP 4

Prepare for settlement and make arrangements for moving, you will need to cancel services to the property on and from the date of the scheduled settlement. The purchaser will complete the final inspection of the property within 48 hours out of settlement. Settlement will complete and funds will be distributed to you.

## STEP 5

Vacate the property and funds will be received into your nominated account. Ezystep ensures your move is smooth and easy! We take the stress out of the moving process!