

# McLain & Merritt, P.C.

Real Estate Division

## Buyer Checklist

### Before Closing:

- Advise the attorney of any special requirements regarding your closing. This includes any special needs or circumstances including, but not limited to, Power of Attorneys, divorces, estates, etc.
- Homeowner's Insurance:
  - Provide the attorney of proof of homeowner's insurance policy. The policy must be effective on or before the closing date and must have the proper Mortgagee clause.
  - Verify with the attorney whether this will be paid before the closing occurs or whether this needs to be paid at closing.
- Purchase Flood Insurance, if applicable, then fax proof of policy to attorney.
- Work with your lender to prepare for the closing.
  - Does your lender require a termite inspection?
- If a Power of Attorney needs to be executed, request one from the attorney and fax back the signed copy so that the attorney can approve it prior to closing. The original Power of Attorney will be required at the closing.
- Did you request a survey? If you did, verify with the attorney whether a survey was requested and whether or not it has been received.

### At Closing:

- Photo ID – a current driver's license, passport, or state issued ID
- Power of Attorney - If a Power of Attorney has been executed, the original must be brought to closing.
- Certified Funds – If the amount required for you to bring to closing exceeds \$5,000, a cashier's check or certified funds payable to yourself or to the firm is required.
- Original Termite Letter – The Georgia Association of Realtors (GAR) 2007 contract places this responsibility on the buyer, if their lender requires it.
- Any additional documents requested by the lender, attorney or agents, such as original tax returns, closing statements from the sale of a previous home, pay stubs or gift letters.