

DaytonLiving



Buyer's Guide

Everything you need to know about buying a home



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Table of Contents

- A Sound Decision
- Your Dream Home
- My App
- Your Preferences
- Buying 101
- At Your Service
- Glossary

A Sound Decision

Investing in a home is one of the most important decisions you'll make. So much more than a roof over your head, your home is where life unfolds and memories are made, all while building a financial foundation for your future.

Deciding how you'll navigate your journey to homeownership is equally critical to the agent you work with. As someone who's been in your spot before, I'm familiar with what's cycling through your mind, and as a real estate agent, I've mastered the ins and outs of the buying process. When you work with me, you'll benefit from my experience, and together we'll work toward making sound, smart decisions for your future.



Your Dream Home

Your needs drive how and when we find your next home. From this day forward, everything I do will be motivated by your goals and how you imagine your life taking place in your new home. Once I get an understanding of where you see yourself, finding your dream home will move quickly, and with minimal interruption to your daily life.



Visualize your dream scenario for buying your home.

What's the one thing that has to happen to make that dream scenario a reality?

How can I make that happen for you? Why is that important to you?

If we could add just one more thing to make this process even better, what would it be? Why is that important to you?

Build Your Preference Profile

The Basics

Have you considered who my main contact will be?

What timeline would you like to strive for?

Have you looked into getting pre-approved for a home loan?

Have you thought about the price range you'd be comfortable with?

If I found a home today that checked all of your boxes, could you see yourself making a move sooner rather than later?

What is your favorite way to receive information or updates?

Select all that apply:

- Email
- Call
- Text

What is the best time to reach you?

Select all that apply:

- Morning
- Noon
- Afternoon
- Evening
- Anytime

As updates arise, how often do you prefer to be notified?

- ASAP
- In a few hours
- That day
- Every few days



Your Home Wish List

To Begin

Who will be living in this home?
Let's list adults, children, and pets
that will inhabit the space.

What are the non-negotiables for
your home?

If you had to name your top five
non-negotiables, what would they be?

Beyond your top five needs, what is
something you really want?

Do you have a preference for the
year the house was built?

Do you want a house in move-in
condition or are you willing to do
some work on it?

When people visit your home, what
do you want it to say about you?

Are there any specific features that
would make your next house feel
instantly like home?

Will you require accessibility options?



Your Home Wish List

Exterior

What type of home are you looking for (e.g., single-family, condo, town house, etc.)?

Approximately what square footage would adequately cover your living space?

How many stories do you prefer?
What lot size are you looking for?
What architectural styles are you drawn to?

What type of exterior siding appeals to you?

Do you want a porch, deck, or both?
What are you looking for in terms of a garage [e.g., attached, carport, etc.]?

What type of driveway or vehicle entrance/exit will you require?

Do you want a swimming pool or a hot tub?



Are you looking for any structures such as a greenhouse or shed?

Do you need special outdoor arrangements for pets? [e.g., a dog run, fenced-in yard, etc.]

What other exterior features are important to you?

Your Home Wish List

Interior

What style do you envision for the interior of your home (e.g., formal, casual, cozy, traditional, minimalist, modern, etc.)?

What kind of floor plan do you prefer (e.g., open vs. walls or divided living spaces)?

In general, what are your preferences for the interior?

Bedrooms

How many bedrooms do you need?

How will each of those rooms be used?

What are your preferences for the owner's suite?

Bathrooms

How many bathrooms do you need?

What are your needs for each of the bathrooms?

Will any bathroom need to serve a specific purpose (powder room, swimming pool access, fit for small children, accessibility specifications)?

Kitchen

What are your general preferences for the kitchen?

What features must your kitchen have (e.g., breakfast nook, types of appliances, etc.)?

What finishes do you like (e.g., countertops, flooring, cupboards, sink, appliances, etc.)?

Will your kitchen need to accommodate anything with custom measurements (beverage cooler, island, farmhouse sink, butcher block countertop)?

Your Home Wish List

Living Room/Family Room

What are your general preferences for your living and family room(s)?
What size room(s) do you have in mind?

Do you prefer your living and family room(s) to be separate and intended for different purposes?

Do you want a fireplace?
What other living areas are you looking for? (e.g., playroom for children, studio, mud room)

What else do you see for living areas?

Dining Room

Would you like the dining room to be part of the kitchen configuration?

What about the living room - how should it be situated with regard to the dining room?

What size dining room table do you have? Is there other dining room furniture I should take into account?



Your Neighborhood Preference

What neighborhoods or areas would you enjoy living in?

Are there any specific streets or characteristics in these neighborhoods you're drawn to?

If applicable, what school districts do you prefer? Where do you work? Where are your favorite places to shop? What other conveniences would you like nearby?

What do you like to do for fun? Are there any recreational facilities that you enjoy?

Any other considerations I should be aware of as we find your ideal neighborhood?



Map Your Move

When is the best time to buy?

There's only one right answer: When you find a home that you love.

Inventory and the economy will wax and wane, but when you find a house you can see yourself in, the timing is just right.

1 Partner with an agent

- Absorb their local insight
- Get to know neighborhood inventory levels
- See what's about to hit the market
- Gain access to off-market properties
- Review market averages Complete needs assessment

2 Get pre-approved for a loan

- Understand what you can afford
- Determine your monthly mortgage payment
- Understand your debt ratio
- Prepare for escrow
- Obtain a pre-approval letter

3 Find your new home

- Compare home and neighborhood averages, then narrow down the neighborhoods you want to live in
- Favorite homes and save them to collections
- Nix homes that don't meet the mark
- Schedule home tours and plan an itinerary with your agent
- Decide on your dream home

4 Make your offer and negotiate the terms

- Acquire a property disclosure from the seller
- Review contract terms and time limit for offer
- Negotiate purchase price
- Choose a title company
- Shop home insurance options
- Prepare for down payment, earnest money
- Choose a target closing date
- Sign the offer
- Deliver escrow check
- Stay in close contact with your agent



Map Your Move

5 Under Contract

- Secure a home loan *more details to follow
- Acquire home insurance and send proof to your lender. Keller Covered streamlines finding the best insurance to fit your needs
- Schedule home inspection and negotiate repairs
- Order an appraisal
- Conduct a title search
- Schedule your closing
- Solidify both contract effective date and allowable move-in dates
- Certify funds for closing
- Stay in close contact with your agent, lender, and title company

6 Before you close

- Designate a safe, dedicated space to save your final paperwork
- Transfer funds for closing
- Reserve a moving company and set a moving date
- Confirm that all contingencies are resolved
- Schedule the final property walk-through
- Set up your utilities to be activated or transferred

7 Closing Day: What to bring

- Connect with your lender to wire down payment funds. You'll need to cover the cost of closing and the down payment.
- Bring a printed confirmation of your wire transfer
- Government-issued photo ID(s)
- Social Security numbers
- Home addresses from the last 10 years Proof of homeowner's insurance
- Your copy of the contract
- Your checkbook

8 Closing day

- Sign closing disclosure, promissory note, and all other documentation
- Title transfer
- Deed delivery
- Save your paperwork in your pre-designated spot
- Get your keys - congrats, it's all yours!



Financing Your Future Home

Have on hand

- A month's worth of your most recent pay stubs
- Copies of your federal tax returns and W-2's from the last two years
- The names and addresses of your employers over the last two years, compiled into one list
- Last three months of bank statements
- A copy of your real estate agreement
- The names and addresses of your landlords over the past two years
- Divorce/separation decree Child support papers
- Bankruptcy, discharge of bankruptcy papers

Home loans at a glance

- Get pre-approved for your loan
- Apply for a mortgage
- Get your home appraised
- Your loan goes through underwriting
- You're cleared to close!

Protect your loan

Do:

- Notify your lender of any address change, whether it's your home address or another listed on your application
- Be prepared to provide proof of significant bank deposits
- Notify your lender of any salary or wage changes
- Acquire homeowner's insurance immediately after going under contract
- Keep all forms of debt paid and in check

Do NOT:

- Make large purchases using existing credit without first talking to your lender
- Apply for or acquire any additional lines of credit
- Pay off, transfer, or close credit balances unless your lender instructs you to do so
- Change jobs without first talking to your lender
- Co-sign for another person seeking to obtain a line of credit or to make a purchase
- Pay off collections before conferring with your lender

My Pledge To You



By choosing me as your real estate partner, you are selecting a committed professional who will work diligently to ensure your real estate experience is not only successful but also enjoyable. I look forward to the opportunity to serve you and help you achieve your real estate dreams.

As a real estate professional, I make the following promise to my clients:

- **Expertise:** I pledge to use my extensive knowledge of the real estate market to provide you with the best guidance and advice. Whether you are buying, selling, or investing, I will leverage my expertise to help you make informed decisions.
- **Integrity:** I will always act with honesty, transparency, and the highest ethical standards. You can trust that I will prioritize your interests and handle all transactions with integrity and fairness.
- **Communication:** I am committed to maintaining open and responsive communication throughout our partnership. You can expect timely updates, clear explanations, and answers to any questions you may have.
- **Dedication:** Your real estate goals are my priority. I will work tirelessly to achieve the best possible outcome for you, whether it's finding your dream home, selling your property, or making a profitable investment.
- **Personalization:** Every client is unique, and I will tailor my services to meet your specific needs and preferences. Your real estate journey will be customized to align with your goals and aspirations.
- **Support:** I will be by your side every step of the way, offering guidance and support from the initial consultation to the closing of your transaction. My goal is to make the process as smooth and stress-free as possible.
- **Results:** I am dedicated to delivering results that exceed your expectations. Your satisfaction and success in achieving your real estate objectives are my ultimate measures of success.

My Competitive Advantage

Facilitator, negotiator, teacher, cheerleader, coach, confidant - a good agent wears all the hats. In my years as a real estate agent, along with teaching elementary students and coaching basketball, honing these skills has helped me develop relationships of value.

LOCAL EXPERT

I've become something of an area expert. I've developed a deep understanding of this area, having been born and raised in the Miami Valley. Not only do I have an intimate knowledge of the local real estate market, but my involvement in the community has also allowed me to discover what sets it apart. I've had the privilege of getting to know the people and places that make this area unique, whether they're new and thriving or have a rich history. This comprehensive local insight will be a valuable resource for you when it's time to make important decisions.



TECH-ENABLED

Based on customer and agent feedback gathered from all over the world, we developed a suite of leading edge, customer-centric tools that work in your favor, complementing your experience for faster, best-in-class results. With a massive amount of data at my fingertips, I'm able to foresee even the smallest micro-trend coming down the pike, giving you the full story before you proceed.

A Promise to the Community

**WE LIVE HERE,
WE GIVE HERE**



Give Back Opportunities

Through my Dayton Living Blessing Baskets campaign, I partner with Kettering City Schools, local counselors, and community members to provide Thanksgiving meals to families in need. This initiative brings our community together to support neighbors and remind families they are cared for during the holiday season.



Enriching our Community

I strongly believe in the saying "give where you live". Ten Percent of each commission check I earn gets put right back into our local community. Each year, I join forces with other like-minded folks and contribute what I can to ensure a strong future for the residents of the Miami Valley.



Community Service

Beyond financial support, I am committed to serving our community through active involvement in youth programs and extracurricular activities. I have had the privilege of coaching elementary basketball teams, AAU teams, and currently serve on staff with the Fairmont Boys Basketball Program. I have also served on the Marching Firebird Band Boosters Board, co-leading the Spirit Wear committee. Supporting these organizations and helping them thrive is an important commitment of mine.

Client Testimonials

“Cortney is dauntless, knowledgeable and just a joy to work with. We could trust her to guide us in our decision-making and she was diligent in finding answers to our many questions. For peace of mind in the selling and buying process, we choose Cortney.”

Erin, Client 2021



“Cortney was so kind and helpful in selling my Father’s home after he passed. Her knowledge, experience and compassion made the process easy and much less painful. I would definitely use her for any future real estate needs and have recommended her to several friends.”

Penelope, Client since 2022

Cortney is a wonderful realtor and very personable. She has helped multiple members of my family buy and sell homes and we are very lucky to have found her. You won’t regret using Cortney as your realtor!

Aaron, client since 2020

“Working with Cortney was a breeze. We came in unseasoned, with a lot of worries and questions. She answered us so thoroughly and really was a member of our family. She helped us narrow a scope on what was really important to us and ultimately got us where we wanted to be. She was always above and beyond in every single way, in every communication. We felt very protected and safe in this crazy market in her hands, and she has a client and reference for life.”

Leah, Client since 2022



“I knew Cortney Loyd as her teacher and coach from 5th grade through 8th grade at Dayton Christian. My, how pleasantly things have turned around as she became my teacher and coach through the realty process! Cortney is gracious, understanding, and very clear in all her presentations. She is a professional in every sense of the word. She is very informative and considerate in scheduling home visits for other realtors and their clients and various inspectors and evaluators. If needed in the future I would not hesitate to contact Cortney Loyd of Keller Williams again.”

John, client since 2021

AT YOUR SERVICE

The Bottom Line

Real estate is complicated. That's where I come in.

At the closing table, my goal is for you to feel that the purchase of your home exceeded all of your expectations, so throughout our interactions - from search to close - I'll work hard to achieve that goal.

When you choose me as your partner, you are not just getting a trusted, respected agent - you are getting a local expert who is passionate about serving our community and those who call it home.

Let's get started.



Glossary

Annual Household Income

Collective income from everyone in your household before taxes or other deductions are taken, investment income or dividends, Social Security benefits, alimony, and retirement fund withdrawals.

APR

APR refers to the annual percentage rate, which is the interest rate you'll pay expressed as a yearly rate averaged over the full term of the loan. APR includes lender fees in the rate, so it's usually higher than your mortgage interest rate.

Appraisal

A written justification of the price paid for a property, primarily based on an analysis of comparable sales of similar homes nearby.

Appraised Value

Appraised value is the estimated fair market worth of a property, determined by appraisers who consider factors like condition, location, comparable sales, and market trends. It's used in real estate for selling, buying, refinancing, or insurance.

Closing Costs

Generally 2 to 5 percent of the purchase price include lender fees, recording fees, transfer taxes, third-party fees such as title insurance, and prepaids and escrows such as homeowner's insurance, property taxes, and HOA fees.

Closing Disclosure

A document that provides an itemized listing of the funds that were paid or disbursed at closing.

Deed

The legal document conveying title to a property.

Down Payment

A cash payment of a percentage of the sales price of the home that buyers pay at closing. Different lenders and loan programs require various down payment amounts such as 3 percent, 5 percent, or 20 percent of the purchase price.

Earnest Money Deposit

Also known as an escrow deposit, earnest money is a dollar amount buyers put into an escrow account after a seller accepts their offer. Buyers do this to show the seller that they're entering a real estate transaction in good faith.

Encumbrance

Anything that affects or limits the fee simple title to a property, such as mortgages, leases, easements, or restrictions.

Equity

A homeowner's financial interest in a property. Equity is the difference between the fair market value of the property and the amount still owed on its mortgage and other liens.

Escrow

Putting something of value, like a deed or money, in the custody of a neutral third party until certain conditions are met.

Homeowners Association (HOA)

A fee required when you buy a home located within a community with an HOA that typically pays for maintenance and improvements of common areas and may include the use of amenities.

Glossary

Homeowner's Insurance

Insurance that provides you with property and liability protection for your property and family from damages from a natural disaster or accident. Lenders usually require borrowers to buy homeowner's insurance.

Home Warranty

A contract between a homeowner and a home warranty company that provides for discounted repair and replacement service on a home's major components, such as the furnace, air conditioning, plumbing, and electrical systems.

Lender Fees

Part of the closing costs of a home purchase and may include an application fee, attorney fees, and recording fees. The lender's underwriting or origination fee is usually 1 percent of the loan amount.

Loan Types

Mortgages have different terms ranging from 10 to 30 years and are available with fixed or adjustable interest rates. Your lender can discuss down payment, insurance, credit requirements, and other specifics of various loan types.

Monthly Debt

The minimum payment on credit card debt; auto, student, and personal loan payments; and alimony or child support. Rent or mortgage for a property that you will pay after your home purchase must also be included.

Mortgage

A loan from a bank, credit union, or other financial institution that relies on real estate for collateral. The bank provides money to buy the property, and the borrower agrees to monthly payments until the loan is fully repaid.

Mortgage Insurance

Insurance that protects the lender and repays part of the loan if the borrower defaults and the loan can't be fully repaid by a foreclosure sale. Usually required on loans with less than a 20 percent down payment.

Property Taxes

Typically imposed by local governments on real property including residential real estate. The tax rate can change annually, and the assessed value of your property is usually recalculated annually.

Prepays

Prepays are expenses paid at the closing for bills that are not technically due yet, such as property taxes, homeowner's insurance, mortgage insurance, and HOA fees.

Third-Party Fees

Any closing costs charged by someone other than your lender, typically including fees for an appraisal, a property survey, a title search, owner's and lender's title insurance, and sometimes an attorney.

