

COMMERCIAL PROPERTY PURCHASE ROADMAP



You have completed your pre-purchase checklist, your offer has been accepted and the Contract is signed - congratulations!



We are provided with a copy of your Contract and give you a call to discuss next steps.



The deposit is paid into the deposit holder's trust account, and insurance on the property need to be arranged - the risk in the property passes to you on signing the Contract.



We will provide you with our contract advice and a breakdown of transaction costs. Search estimates and legal costs are paid into our trust account.



We will provide you with the forms which require your signature by Docusign and a link to verify your identity.



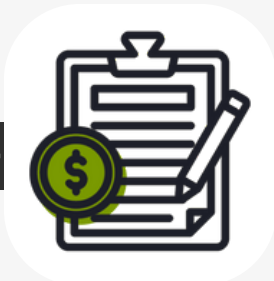
If you are satisfied with your enquires and the bank has formally approved your finance application, the conditions of the Contract are satisfied and all parties are locked in.



We order property searches on your behalf and provide you with the results and our advice.



Engage contractors for any physical inspections, surveys and enquires into the property if your Contract includes conditions for due diligence or inspections.



If you are obtaining finance, ensure to send a copy of your Contract to your financier and begin your finance application. The bank will arrange a valuation of the property.



If you are purchasing the property as trustee, you will also need to provide us with a copy of your trust deed.



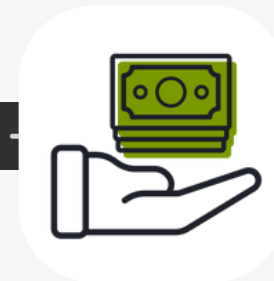
Your loan documents are signed and the bank's requirements satisfied.



Your bank will review your loan documents and confirm that they are ready to settle.



Transfer duty is paid into our trust account and we attend to the transfer duty assessment on your behalf.



We prepare settlement figures and any cash contribution towards settlement funds are paid into our trust account.



We will call you to confirm that settlement is completed, the mortgage is registered on title and the property has transferred into your entities name - congratulations!