

Settlement Flowchart FOR BUYERS

1. OFFER & ACCEPTANCE

ADVICE

If you have any concerns or queries about your purchase, contact us BEFORE signing the contract

APPOINT A SETTLEMENT AGENT

Nominate Supreme Settlements Pty Ltd at the time of signing the Contract and you will receive an unbeatable service

3. THINGS TO DO PROMPTLY

DEPOSIT

Pay your deposit by the due date to the Deposit Holder nominated in your contract.

FINANCE APPLICATION

If your contract is subject to finance, make an application for finance approval immediately.

FINANCE APPROVAL

Send a copy of your finance approval to our office and your real estate agent before the deadline specified on the contract.

INSURANCE

Your lender will request a copy of your building insurance policy. Be sure to arrange cover prior to settlement and send a copy to your financier.

SPECIAL CONDITIONS

Ensure any conditions are satisfied by the due date in order to receive the benefit of the condition. (eg. Pest, Building Inspections)

2. SETTLEMENT

MORTGAGE

Arrange to sign mortgage documents with your financier. The documents take approximately 10 working days to be processed once signed.

IMPORTANT DOCUMENTS

Supreme Settlements Pty Ltd will send you important documentation. Please sign and return to us promptly.

INSPECTION

We recommend you carry out your right to inspect the property 5 days before settlement to ensure it is in a satisfactory condition.

SETTLEMENT STATEMENT

A statement will be sent to you detailing the amount of funds required. If funds are required to be transferred, this will need to be done no later than 4 days prior to settlement.

TITLE INSURANCE

We strongly recommend you consider the benefits of title insurance when purchasing a property. Please speak with your conveyancer if you have any queries.

ATTENDING SETTLEMENT

We attend settlement on your behalf. You will be notified immediately once settlement occurs.

POSSESSION

You're entitled to possession of the property by noon the day following settlement. Contact your Real Estate Agent to arrange key collection.

CERTIFICATE OF TITLE (C/T)

Registration at Landgate takes 4 weeks before the new title issues. If mortgaged, a copy of C/T identifying you as owner will be forwarded to you.