

Settlement Flowchart FOR SELLERS

1. OFFER & ACCEPTANCE

ADVICE

If you have any concerns or queries about your sale, 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

SPECIAL CONDITIONS

Ensure any conditions are satisfied by the due date in order to receive the benefit of the condition.

MORTGAGE

Contact your financier immediately and arrange to sign papers for them to discharge their mortgage at settlement

RCD'S & SMOKE ALARMS

You must install at least 2 RCD's and a mains powered smoke alarm in the premises prior to settlement. Provide a copy of the compliance certificate to us.

2. SETTLEMENT

CERTIFICATE OF TITLE

We must hand over the Certificate of Title at settlement. If it is in your possession, please provide it to us in readiness of settlement.

TRANSFER OF LAND

We will send you the transfer of land document for signing before settlement. Please sign and return to us promptly.

VERIFICATION OF IDENTITY

In response to the recent fraudulent transfers of property in WA, sellers are now required to be identified by law. Instructions will be sent with the transfer.

INSPECTION

The buyer has the right to carry out a pre-settlement inspection to ensure the property is in a satisfactory condition.

Ensure (as you would expect in your new home) that the property is clean.

UPDATE YOUR DETAILS

We advise the water corporation and council of the change of ownership. You will need to notify all other authorities inc: Telstra, Aust Post, Synergy, Alinta etc.

ATTENDING SETTLEMENT

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

NET PROCEEDS

We will deposit any funds due to your nominated bank account in accordance with your instructions. Please allow 3 working days for funds to clear.

POSSESSION

You're entitled to keep possession of the property until noon the day following settlement. You will need to drop the keys to the Real Estate Agent.