

A GUIDE FOR BUYERS



COOKE
REALTY PARTNERS

MEET YOUR SALES STAFF

Cooke Realty Partners is a premier residential real estate sales group serving the Middle Tennessee Area. With experience in the fast-growing and dynamic marketplace of Middle Tennessee, Cooke Realty Partners has a proven sales team of combined expertise and a successful track record. The vision of Cooke Realty Partners is to be the leader in the Real Estate Industry providing all clients a professional experience with a personal touch.



Kendra Cooke
Team Leader



Eric Aristizabal
Licensed Realtor



Karen Mullicane
Licensed Realtor



MEET YOUR SUPPORT STAFF

Cooke Realty Partners' professional staff is able to provide excellent customer care from your first point of contact, to even after the sale. We pride ourselves on being a team of experts!



Kendra Cooke
Team Leader



Darlene Young
Director of Operations



Greg Cooke
Promotions Engineer



Ronda Lee
Listing Coordinator



Maggie Trollinger
Executive Assistant





VALUES & MISSION

Cooke Realty Partners is dedicated to serving the Middle Tennessee Real Estate Market.

With more than 60 years of combined experience in the real estate profession, our cohesive team of experts promises to provide uncompromising attention to the smallest details to ensure 100% satisfaction!

VISION:

The Vision of Cooke Realty Partners is to be the LEADER in the Real Estate Industry providing all clients a professional experience with a personal touch. We build lasting friendships and fulfill dreams.

MISSION:

"While holding ourselves to the highest professional and ethical standards, we will strive to help our clients make prudent Real Estate decisions, and in the process prove worthy of their friendship so that we may become a long term friend and advisor."



3 REASONS TO CHOOSE US

1

WE ARE BUYER'S AGENTS

- There are thousands of Real Estate Agents for you to choose from. But, just a few are certified buyer representatives.
- We represent and promote your buying interests exclusively.
- Our representation provides the same benefits that sellers have enjoyed for decades—but we level the playing field!

2

BETTER NEGOTIATION

- As your buyer's agent we help negotiate terms and price that benefit you as the buyer, not the seller.
- We analyze information such as comparative market data, advise you on your offer and advocate for you in the purchase process.
- Your confidentiality is required by us.

3

EXPERIENCE

- Not only do we have experience in a competitive market, we are also very knowledgeable about the process.
- Cooke Realty Partners has more than 60 years of buying real estate experience.
- Serving more than 150 families annually, we are also consistently ranked in the **Top 5 Real Estate Teams** in Middle Tennessee!



5 STEPS TO SUCCESSFUL HOMEBUYING

1. **PREQUALIFY**
You want to know what you can afford. It's like cash in your hand.

2. **WISH LIST**
This is to better understand your wants and needs.

3. **SEARCH PROCESS**
We find homes that fit your lifestyle, budget and future plans.

4. **NEGOTIATION**
Our experience combined with our knowledge helps ensure the best possible price.

5. **CONTRACT TO CLOSE**
We walk you through each step from the beginning to the end including a celebration when you close.

PREFERRED VENDORS

Cooke Realty Partners has received excellent service from these companies. Please feel free to use someone you know or contact any of the following for an estimate. If you chose the following we would like to know your experience with them, good or bad! Our goal is to provide excellent customer service and we only want to work with companies that do the same! Should you need additional information or referrals, please contact us!



Air & Heating Service
Lee Company
Justin Liner
615-948-7155



Painting
L.I.C.R.A.
Terron & Dana Mercer
615-360-0079



Carpet Cleaning
L.I.C.R.A.
Terron & Dana Mercer
615-360-0079



Restoration/Water Damage
& Mold
L.I.C.R.A.
Terron & Dana Mercer
615-360-0079



Electrician
Del Mathis
615-416-3111



Title/Closing Company
Tennessee Title &
Escrow Service
Josh Terry
615-686-2521



Senior Financial Advisors
Larry & Cindee Roby
615-216-1048



Pest Control
Northwest Exterminating
615-890-4161

Tri-Star Title and Escrow
Sheri Morgan
615-425-3350



Home Inspector
Premier Home Inspection
615-481-7293



Insurance
Raymond Preston & Reed
Ryan White
615-866-2728



Lawn Service
DJ's Lawn Care Service
Doug James
615-584-2260



BUYERS SERVICE AGREEMENT

We will assist you through each step of the buying process by:

PRE-SEARCH CONSULTATION

- Arrange financial pre-qualification, if needed
- Establish our agency relationship
- Review documents we will use including purchase and sales agreement, settlement sheet, addendums, etc.
- Determine your wants and needs: what you must have and what you would like to have (including locations, price range and property features)
- Establish a schedule for looking at properties and target date for purchasing your home
- Orient relocating buyers to the area with information and tours

PROVIDE THE BEST PROPERTIES FOR YOUR VIEWING AND EVALUATION

- Search Middle Tennessee Regional Multiple Listing Service (RealTracs) to identify properties which meet your criteria
- Preview select properties, if needed
- Email information and Virtual Tours of properties which meet your criteria
- Arrange appointments and show properties
- Inform you of newly listed properties

PURCHASE PROCESS

- Write offer(s) to purchase and negotiate price and terms according to your instructions
- Coordinate property inspection for you and provide list of inspectors, if requested
- Provide list of resources (architects, engineers, contractors, loan originators, etc.) to assist you in the evaluation of properties, if requested
- Follow-up with your lender, listing broker, seller and closing agent between contract and closing
- Arrange closing date and time according to your instructions and schedule
- Accompany you on final walk-through inspection
- Assist with insurance, if requested
- Review settlement charges provided by closing company prior to closing
- Attend closing with you
- Provide information about utilities, hospitals, shopping, recreation, and schools
- STAY IN TOUCH AFTER CLOSING AND REMAIN AVAILABLE FOR ALL OF YOUR REAL ESTATE NEEDS.



YOUR WISH LIST

CONTACT INFORMATION

Name _____
Address _____
Phone _____
Work Phone _____
Email Address _____

Do we have permission to contact you via email for feedback, updates, etc?

(We will not give away or sell your email address.) no yes

HOME SPECIFICS

Square Footage _____
of Bedrooms _____
of Bathrooms _____
Garage no yes _____
Fireplace no yes
Lot Size/Acreage _____
Pool no yes
Fence no yes, must have nice, but not required
Architectural Style _____
Brick no yes, must have nice, but not required
Age of Home _____
Neighborhood/Area _____
School District _____
Price Range _____

LENDER INFORMATION

Have you begun the loan process? no yes

If no, may we have one of our preferred lenders contact you? no yes

When is the best time for them to contact you? _____

If yes, with whom:

Name _____
Company _____
Phone _____

May we have one of our preferred lenders contact you to compare other offers and quotes? no yes

