



A step-by-step checklist for buying a home

Take the stress out of buying your first home with our step-by-step checklist covering everything you need to do during the process of buying your home, from doing your research on the property to finalising the sale and paying conveyancing fees.

Research:	Done:
Estimated value of the property	
Related costs	
Area safety	
Nearby amenities	
Site visit	
Property inspection	
View financial statements (if property is sectional title)	

Budget:	
Maximum price	
Maximum deposit	
Monthly repayment amount	
Repayment term	
Preferred interest rate	
Transfer duties	
Clearance costs	
Bond registration costs	
Homeowners' insurance	
Conveyancing costs	
Moving costs	
Property inspection costs	

Get pre-approval online:	
Provide personal details	
Make PIP declaration and give consent to access personal information	
Provide details of income	
Provide details of expenses	

Make an offer to purchase stipulating:	Done:
Purchase price	
Conditions of sale	
Occupation date	
Occupational rent	
Deposit	
Fixtures	

Prepare documents for your home loan application:	
Copy of your ID	
3 Months' bank statements	
Copy of payslip	
List of income and expenses	
Pre-approval letter	
Signed offer to purchase	
Submit your home loan application online	
Get a quote and apply for homeowners' insurance online	

Once your home loan application is approved:	
Provide seller with proof that application has been approved	
Supply original ID	
Supply income tax number	
Sign transfer papers (these will be drafted by the seller's appointed conveyancer and include all necessary registrations, clearances, cancellations and guarantees required for you to take ownership of the property)	
Pay transfer duty	
Pay conveyancing fees	