

# BUYER'S CHECKLIST



**COOK & JAMES**

ATTORNEYS AT LAW

T: 404-704-0440

F: 678-905-1807

[CLOSE@COOKANDJAMES.COM](mailto:CLOSE@COOKANDJAMES.COM)

## Prior to Closing:

Create your login with Qualia as soon as you receive the invitation during the open order process.

If you are sending Earnest Money, please request our wiring instructions so that it can be wired within the timeframe it is due.

Be sure to complete all tasks that come up in Qualia throughout the closing process. This is the most secure way to transfer information and NPI documents.

Arrange for a termite inspection on the property with your real estate agent.

Promptly comply with lender requirements to avoid delays.

Make sure you provide Homeowner's Insurance to the Lender.

Order a survey. Ordering a survey is optional for the buyer. Let us know if you would like recommendations.

Schedule your closing!

**\*\*\* Call us if you have any questions. We are happy to help! \*\*\***

## Day of Closing:

Photo Identification is required. This can be a driver's license, state issued identification card or passport.

Wire Transfer - we recommend arranging 24 hours in advance  
Homeowner's Insurance - we need the declaration page with paid receipt or invoice showing it will be paid at closing

If you have a pre-approved Power of Attorney (POA), you must bring the original POA to the closing.

Complete any documents required by Lender as a condition to close.

We recommend bringing your personal checkbook just in case the amount needed at closing changes from the amount given to you by the lender.

COOK & JAMES  
ATTORNEYS AT LAW



**COOK & JAMES**  
ATTORNEYS AT LAW

COOK & JAMES, LLC

MAILING: 11770 HAYNES BRIDGE RD, SUITE 205-486, ALPHARETTA, GA 30009

OFFICES

295 W CROSSVILLE RD BUILDING 400 STE 430, ROSWELL, GA 30075

220 HERITAGE WALK, SUITE 110, WOODSTOCK, GA 30188

ANYWHERE! YOU PICK THE PLACE, WE BRING THE PAPERS AND CANDY

[CLOSE@COOKANDJAMES.COM](mailto:CLOSE@COOKANDJAMES.COM)