# Commercial Property Placement 8 Step Process

| Actions | Time Frames |
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| Step 1: Submit Property Request:   The process begins with the Buyer submitting an official property profile search request | 72 Hours required  (3 Days) |
| Step 2: Search Results Are Delivered: We will conduct an initial property search and notify the Buyer of our results including property addresses and general financial information.  If results are found, we will notify the Buyer and provide the property addresses and general property information. | 72 Hours required  (3 Days) |
| Step 3: Drive by Inspection:  The Buyer should drive by the property or properties within 48 hours and notify us of their interest in the properties. Buyer *must reply* within this period.   If the Buyer is interested, we proceed to Step 4. | 48 hours required  (2 Days) |
| Step 4: Physical Property InspectionWithin 72 hours of being notified, we will setup and schedule a property tour with the Buyer. We will also provide the Buyer with any additional updated financial on the property at the end of the tour.   If *after the inspection*, the Buyer wishes to proceed, the should proceed to Step 5. | 72 hours required (3 Days) |
| Step 5: Buyer to execute LOI If after the inspection and tour the Buyer wishes to make an offer on the property, the Buyer is expected to execute the LOI provided within 48 Hours after the inspection. No Monies required. | 48 hours required  (2 Days) |
| **Step 6: Acceptance Of LOI Offer**  If the Buyer’s LOI is accepted, it will be Signed and returned to the Buyer. Upon receipt of the signed LOI, the Buyer will OPEN an Escrow Account with a local Title Company by Deposition $100,000 with the Title Company. This will lock the price down.   This must occur within 48 hours of receiving the Signed LOI. Once the Escrow has been opened, the should proceed to Step 7. | 48 hours required  (2 Days) |
| Step 7: Buyer to execute Contract Once the Escrow account has been opened, the Buyer will have 10 Days to complete all of his due diligence requirements. On the 11 day, the Buyer will be required to deposit the balance of the purchase monies into the escrow account.   If the Buyer wishes to withdraw from the purchase, it must be done during the 10 ay due diligence period. The monies deposited with the Title company goes hard on day 11. | Due Diligence Period (11 Days) |
| Step 8: Schedule Closing  Closing is to be scheduled within 5 days after diligence period or sooner. | 5 Days |