

the deanna kory team



buyer's guide



new york city real estate deannakory.com



The Deanna Kory Team is dedicated to providing the highest level of service to all our clients.

Our team is comprised of seasoned professionals who are highly skilled in the many facets of buying and selling real estate in New York. Together we focus on the needs of our clients, tailor an individual strategy to achieve their goals, and provide them with unsurpassed expertise in real estate marketing and negotiation. By offering the combined talents and strengths of our team members we are uniquely positioned to assist our clients in realizing their real estate goals.

Purchasing real estate in Manhattan can sometimes be an overwhelming experience. As a result, buyers often rely on professional real estate brokers to show them properties and guide them through all the intricacies of the market. This brochure will assist you in understanding what is involved in purchasing residential real estate in Manhattan, and it will demonstrate how we can provide you with the best service throughout the process.

This brochure contains valuable information on the following aspects of buying a home:

- How we can best serve your needs
- Timeline for purchasing
- Frequently asked question and answers
- What sets the Deanna Kory Team apart
- Closing costs
- Average sales prices over 30 years



Our team is available to advise you every step of the way in buying your new home. From finding the perfect apartment, to negotiating on your behalf, and preparing you for board approval and the closing, our goal is to make the entire process as easy and enjoyable for you as possible. Please feel free to contact us with any questions.

*How we can best **serve your needs***

Listen carefully to your needs, making sure that we have a clear understanding of your expectations, special requirements, and priorities.

Research the market, using every source available, including Corcoran's extensive database of listings, the internet, real estate publications, The New York Times, open houses, other real estate firms' web sites, and our own networking sources to find suitable properties for you.

Guide you through the intricacies of the real estate market and provide you with the most current information regarding market conditions to assist you in making the right decision.

Schedule all appointments for you, adhering to your timetable and making any special arrangements necessary to accommodate your needs.

Provide you with all essential materials, including floor plans, detailed lists of available units and comparable sales, and any other relevant information, to facilitate your decision-making process.

Negotiate on your behalf to obtain the best possible price, as well as secure the best possible terms to meet your special needs.

Follow through on every detail and remain in regular contact with all pertinent parties on your behalf. We anticipate and deal with any issues that may arise until the negotiation is completed and the contract is signed to your satisfaction.

Prepare the board package by meticulously assembling all the required information and packaging it to best reflect your good name and stature.

Prime you for the board interview, making sure that every potential issue has been covered in advance, to prevent surprises.

Accompany you to the walk-through and closing to be sure that everything proceeds smoothly and to your complete satisfaction.

Sequence of Events *in a Typical Transaction*

Steps you'll take to find and close on the apartment of your dreams

Negotiation

The buyer submits a verbal offer to his broker to be conveyed to the seller. This is followed up in writing with a financial statement and background information so that the seller can evaluate the offer and its strength.

The seller comes back with a counter-offer. This process continues until an agreement on price, closing date and financing amount is reached. This stage normally takes 3-5 days.

Accepted Offer

Once an agreement is reached, the broker collects the information for the Deal Summary: the seller's and buyer's names, the attorneys' names, the terms of the deal including closing date, amount being financed and inclusions and exclusions of personal property in the apartment. The Deal Summary is distributed to the buyer, seller, and their respective attorneys. In addition, documents relating to the building's structure and finances are delivered to the buyer's attorney for review – this includes the original offering plan and all amendments, and the last 2-3 years of financials. Typically the seller's broker assists in procuring these documents, should the seller not have them.

The contract is prepared by the seller's attorney, and then is sent to the buyer's attorney. This usually takes 1-2 days .



Due Diligence

The buyer's attorney then reviews all building documents, as well as the contract of sale sent by seller's attorney. If necessary, negotiations regarding terms of the contract take place between the two attorneys. During this Due Diligence period, the buyer's attorney usually goes to the managing agent's office and reviews the recent board meeting minutes. At that time, any questions on the building and its finances are typically answered. Be aware that unforeseen issues can arise and a skilled attorney and broker will assist in navigating this time period.

Contract

Following the review, the buyer's attorney will have the buyer sign the contract and write out a check for a 10% down payment, usually made out to the seller's attorney's escrow account. The process from accepted offer to contract signing typically takes 1-2 weeks if there are no major issues.

The contract and down payment are delivered to the seller's attorney, who has the seller countersign the contract and return it to the buyer's attorney who then sends a copy to the buyer.

If the buyer is financing the purchase, then he must immediately apply for the loan. The contract generally specifies a time period for this process. A standard contract allows 5 business days for the buyer to apply to a bank.

Board Application

If there is a need for Board Approval, either in a co-op or an condo, documents required for the application must be submitted by the buyer within 2 weeks (standard language in contract is 10 business days) or any time period specified in the contract. The documents are set to the buyer's broker who reviews, collates, and submits them to the seller's agent, who does a final review before sending them to the managing agent. The broker's responsibility is to ensure that the application is complete, compiled correctly, and presented properly. The managing agent reviews the papers and distributes them to the Board of Directors (co-op) or Board Managers (condo).



Board Interview

In a Co-op, a board interview date is set, and the buyer meets with the Board at the appointed time. This is usually set within 3-4 weeks of receipt of the papers but in some cases (often summer is a slower time) it can take up to 2 months to coordinate an interview.

In a Condo, the Board needs to waive its "Right of First Refusal", which can take up to 30 days from receipt of the papers.

Closing

As soon as there is an approval or waiver, the buyer can close within 1-2 weeks. The attorney arranges the closing and make sure all parties necessary to the closing are available. They include: the buyer's and seller's lawyers, the managing agent, and, if financing is involved, the lawyers from the banks representing the buyer and the seller.

PLEASE NOTE: In the case of either a co-op or condo, the Board will not review documents until a mortgage commitment letter is received. A mortgage commitment letter may take between 4-8 weeks to procure. Please check with your broker about timing.

Buying New York Real Estate with a broker

Frequently asked questions:

How does working with a broker benefit me?

- It saves you time.
- It makes you a more informed buyer.
- It makes you more competitive in a tough sellers' market.
- It helps you navigate through the complicated process of acquiring a home in New York City.

Should I have one broker from each real estate company so that I don't miss any properties?

- Like all agents at the Corcoran Group, Deanna Kory's team cooperates (co-brokers) with most other agencies, sponsors, and directly with owners. One call to our office can give you the information you need on all the properties in which you are interested.

But what about other companies' exclusives? How can I see them through you if they are not your exclusives?

- An exclusive listing means that the seller of the property is only represented exclusively by his or her selling broker. As a buyer, represented by our team, you can see the property. Our team will make the arrangements to view it. But, since exclusive listings are co-brokered, you will not be missing out on any properties.

What about Sunday Open Houses?

- This is a great way to see many properties in one day. If you like looking on Sunday, we can register you for the open houses you wish to attend, and we can guide you to the most appropriate apartments that match your needs. When you sign-in at each open house, be sure to put down Deanna's name as well as your own name and phone number. This way, you will be represented by us if you want to make an offer on any of the properties you have seen.



How do I know I am not going to miss any properties?

- Corcoran has one of the largest databases in New York, which is updated daily and includes properties from many different realty firms. If you would like to be part of the searching process, tell us and we will be happy to work with you as a team. You can go online to the various web sites, look in the newspaper and in real estate magazines, and compare notes with us. Call or email us about any of the listings you find online, so we can research them further and make appointments for you.

If I am going to do the work, why do I need a broker?

- We have a much more extensive and up-to-date database than the public will find on the Internet. We receive listings before the public has access to them on the web, and the market usually moves much faster than the internet. In a negotiation, as a well-known, well-liked, and well-respected broker, Deanna will have an advantage. Most brokers work with those whom they know will follow through, who they can trust, and who they know will deliver success!

Buying a home is expensive; do I have to pay a broker's fee?

- You don't have to pay a broker's fee. Sales commissions are paid by the seller, not the buyer. When a property is co-brokered, the commission is shared between the selling broker's company and the buying broker's company. There is no additional out-of-pocket expense to you.

Once you find an apartment and are ready to make an offer, you will really begin to depend on Deanna and her team. We will be there to advise you every step of the way to:

- Find the right mortgage broker to arrange the necessary financing.
- Put together a strong offer package to be competitive in the market.
- Negotiate the price and terms of the sale.
- Find the right attorney to represent you.
- Assemble the best possible board package to qualify you for acceptance.
- Coach you for the board interview.
- Prepare you for your closing.

Our team believes in giving nothing less than complete service to all of the buyers with whom we work!

What sets *the Deanna Kory Team* Apart

Our team is dedicated to finding the perfect home for each of our customers. We are extremely sensitive to your needs because we understand that whether you are buying a primary residence, pied-a-terre, or investment property, your purchase will require a major commitment of time and money, and will likely represent a significant portion of your assets. Guiding you through the purchasing process is a responsibility we take very seriously. As we work with you to find that perfect home, we have your best interests in mind at all times. We are also constantly working for you to eliminate the complexities and streamline the process so that, in the end, your purchase is an exciting, enjoyable, and positive experience.



Some of the skills and expertise that we offer every buyer we work with:

- We know the listings. Because of our years of experience, we have detailed first-hand knowledge of buildings and neighborhoods throughout Manhattan. With your criteria foremost in our minds, we can quickly show you exactly the type of properties you are looking for. And, as we are constantly scanning new listings, we will immediately inform you of properties that are appropriate for you as they become available.
- We can preview to save you time. We keep abreast of new listings by monitoring our databases, searching the internet, networking with other brokers, and attending broker open houses. If we find a property we haven't seen before but looks promising, we will also preview the property to make sure it corresponds to your particular needs.

- We can see a property's unrealized potential. Because of our extensive experience in staging properties for sale, we have a well-developed sense of layout, space, and design. We can help you visualize the transformation of a property that could meet your needs, desires, and lifestyle perfectly with only minor renovations.
- We are proactive in searching for you. On occasion we have customers who have a strong preference for a specific building or layout within a building. To uncover potential properties we network with fellow brokers active in specific buildings. We also send letters to appropriate homeowners who sometimes become interested in selling once they know we have an interested and qualified buyer who values their property.
- We can negotiate the best deal for you. No one else in real estate possesses the superior negotiation skills that we have at our disposal. Our team has an expert consultant on call to advise us and guide us through even the most difficult negotiations successfully.



Closing Costs

Cooperative apartments

FOR THE SELLER:

Own Attorney	\$1,850 - \$2,500
Stock Transfer Stamps	\$.05 per share
NYC Real Property Transfer Tax	1% of purchase price if \$500,000 or less of the entire amount 1.425% of purchase price if over \$500,000 of the entire amount
NYS Transfer Tax	.4% (.004) of purchase price
UCC-3 Filing	\$75 + up
Flip Tax (if applicable)	Determined by co-operative building
Payoff Bank Attorney (if applicable)	\$450 + up
Managing Agent Fee	\$500 - \$750
Move-Out Deposit	\$500 - \$1,000 (usually refundable if no damage)
Broker Commission	6% of purchase price
Estate Fees	Co-op may impose additional fees for estate sales
Lost Stock and Lease Fees	\$250 - \$750
E Tax Filing (ACRIS)	\$50
NYS capital Gains Tax Withholding (out of state seller)	7.7% of gain
Non-US Resident (FIRPTA)	10% of purchase price withheld or paid

FOR THE PURCHASER:

Own Attorney	\$1,600 + up*
Managing Agent (Recognition Agreement Fee)	\$250 + up
Credit Report Fee	\$50 - \$100 per applicant
Lead Based Paint Disclosure Fee	\$0 - \$50
Mansion Tax	1% of purchase price when over \$1 million
Move-in Deposit	\$500 - \$1,000 (usually refundable if no damage)
Lien Search	\$350

MORTGAGE ASSOCIATED FEES:

Origination Costs – points	0 - 3% value of loan
Application, Credit Check, etc.	\$500 + up
Appraisal	\$275 + up
Bank Attorney	\$500 + up
UCC-1 Filing	\$75 + up
Maintenance Adjustment	Prorated for month of closing

* Check with bank/mortgage broker for additional fees • New York State Law requires a written letter of engagement if the legal fee will exceed \$3,000. Non New York State residents should procure exemption for state transfer tax forms (TP584) • These are only estimates. Please confirm closing costs for specific transactions with your attorney and/or mortgage representative.

Closing Costs

Condominium Apartments/Townhouses and 1-3 Family Dwellings

FOR THE SELLER:

Own Attorney	\$1,850 - \$2,500
NYC Real Property Transfer Tax	1% of purchase price if \$500,000 or less 1.425% of purchase price if over \$500,000
NYS Transfer Tax	.4% (.004) of purchase price
Payoff Bank Fees (if applicable)	\$250 + up
Managing Agent Fee	\$250 - \$750
Move-Out Deposit	\$500 - \$1,000 (usually refundable if no damage)
Broker Commission	6% of purchase price
E Tax Filing (ACRIS)	\$50 - \$200
NYS Capital Gains Tax Withholding (out of state seller)	7.7% of gain
Non-US Resident (FIRPTA)	10% of purchase price withheld or paid

FOR THE PURCHASER:

Own Attorney	\$2,000 - \$2,500
Managing Agent Fee	\$250 - \$500
Credit Report Fee	\$50 - \$100 per applicant
Title Insurance, Title Search & Recording Fees	approximately 0.5% - 0.8% of purchase price
Lead Based Paint Disclosure Fee	\$0 - \$50
Mansion Tax	1% of total purchase price where \$1 million and over
Move-in Deposit	\$500 - \$1,000 (usually refundable if no damage)
Common charges, real estate taxes, and insurance premium	adjustments pro rated as of closing

MORTGAGE ASSOCIATED FEES:

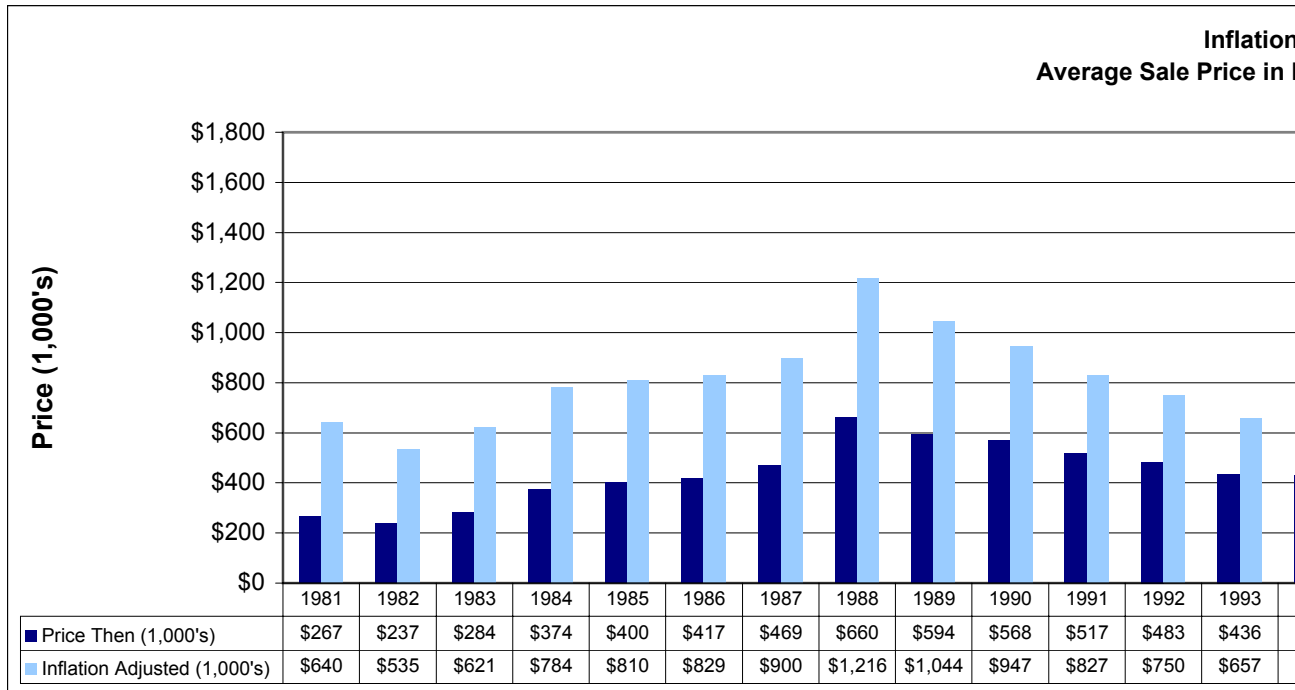
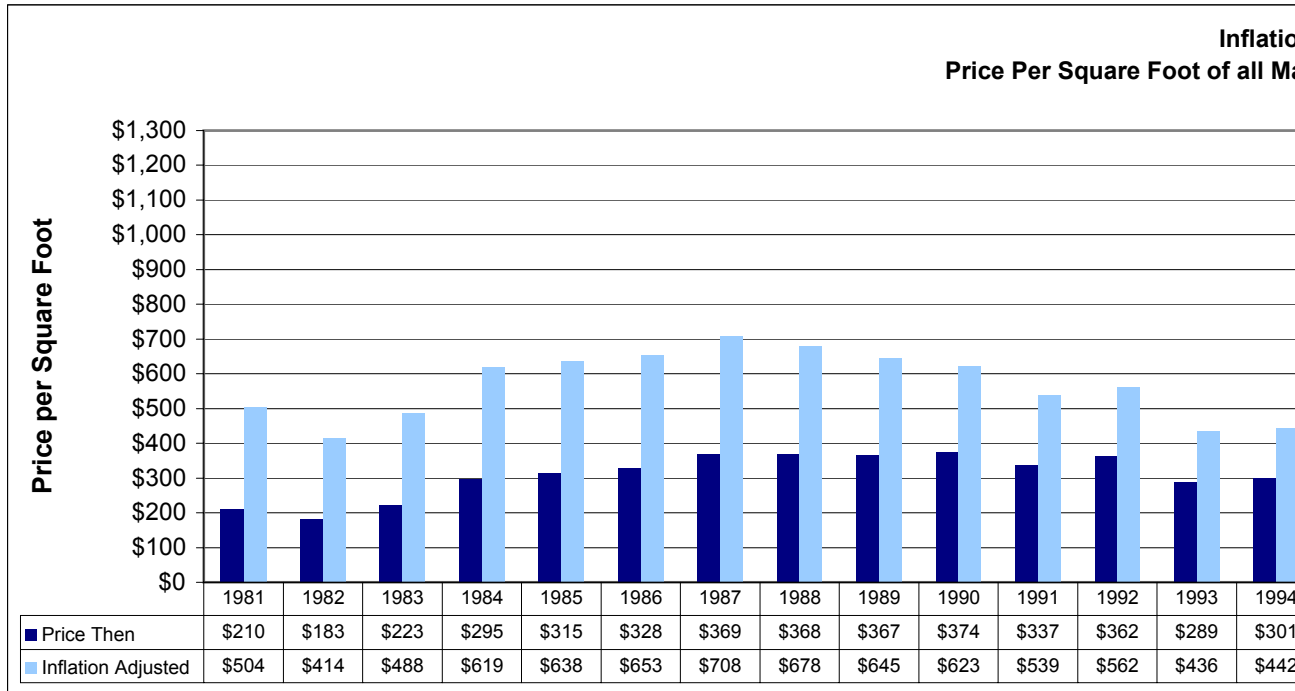
Origination Costs – points	0 - 3% value of loan
Application, Credit Check, etc.	\$500 + up
Appraisal	\$275 + up
Bank Attorney	\$500 + up
Mortgage Recording Tax	up to \$500,000 is 1.8% of mortgage less \$30; over \$500,000 is 1.925% of mortgage less \$30
Building Searches	\$200 - \$400
Recording Charge	\$17 per document plus \$5 per page
Real Estate Tax Escrow	2-6 months

IF PURCHASED DIRECTLY FROM SPONSOR:

	(ie: new construction)
NYC Real Property Transfer Tax	1% of purchase price up to \$500,000 1.425% of purchase price over \$500,000
NYS Transfer Tax	\$4 per \$1,000 of purchase price
Sponsor's Attorney Fee	\$1,500 + up
Working capital fund contribution	an amount equal to 1 or 2 months common charges
Mansion Tax	1% of total purchase price where \$1 million and over

Note: Some of the above fees are estimates, and all information is subject to errors, omissions and changes in facts or circumstances. Please confirm closing costs for specific transactions with your attorney.

30 Year Study

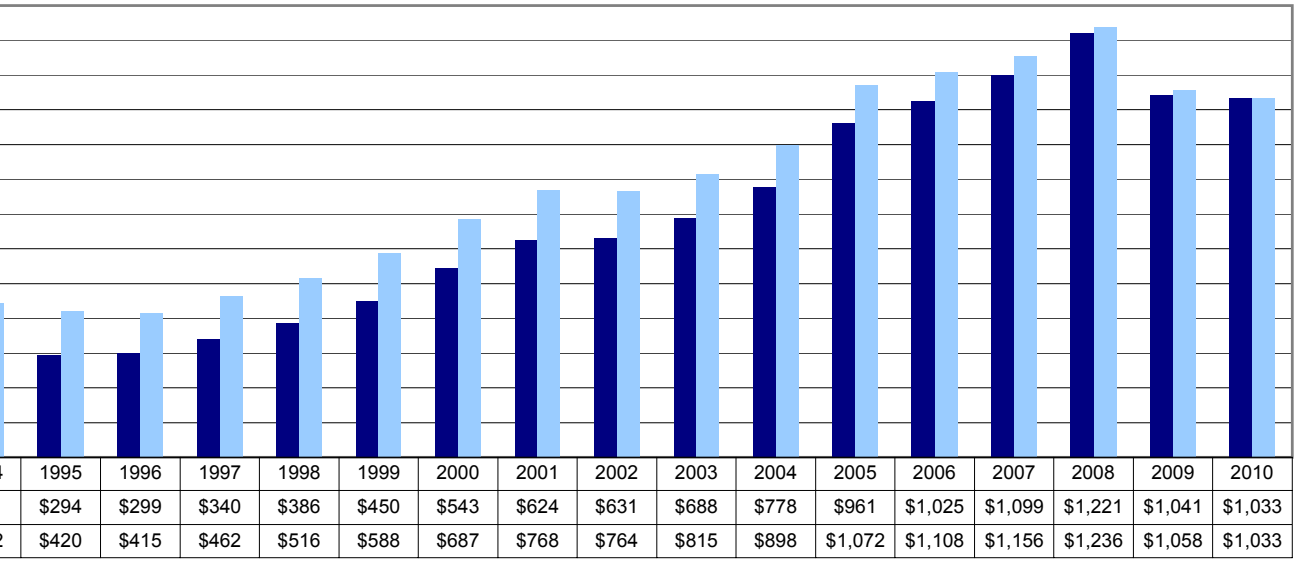


All material presented herein is intended for information purposes only and has been compiled from sources deemed reliable. Though information is believed to be correct, it is presented subject to errors, omissions, changes or withdrawal notice.

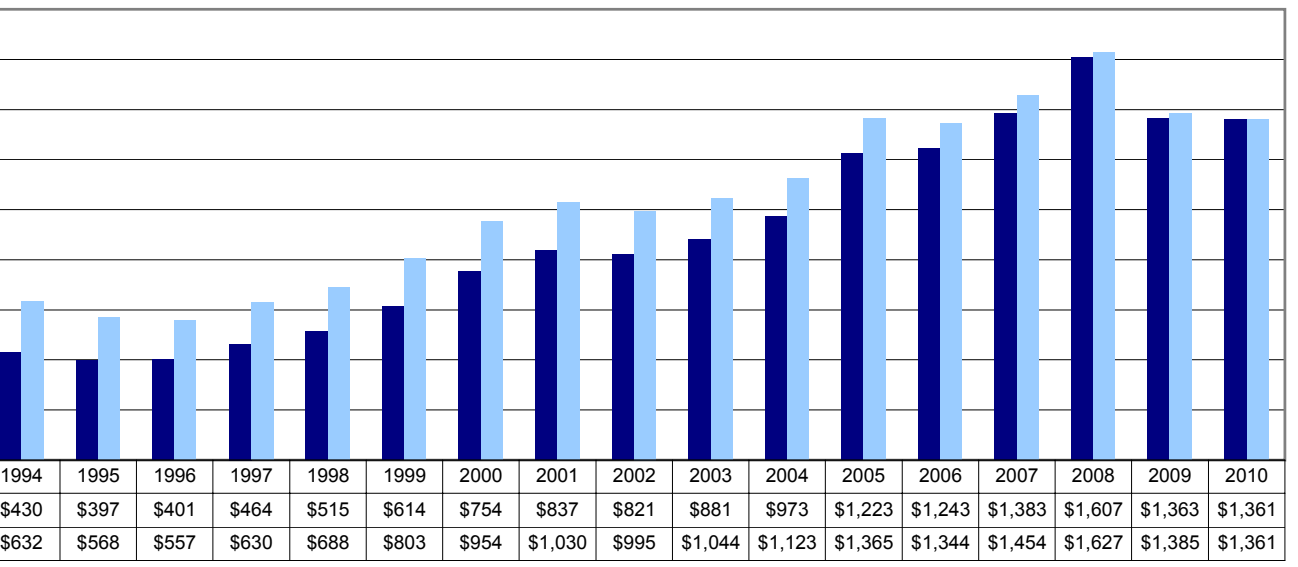
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