

A GUIDE FOR

# BUYERS

ALL THE DETAILS YOU NEED TO  
SUCCESSFULLY BUY A HOME



**THE DUNE  
GROUP**  
REAL ESTATE



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A modern interior space with a patterned ceiling, dark walls, and a leather chair with a checkered backrest. The room features a large window with a potted plant, a green side table, and a gold lamp. The text is overlaid on the image.

# HI, WE ARE *THE DUNE* *GROUP*

AND WE BELIEVE IN HOME

# WELCOME

Home is more than just a physical space. It's where you've created countless memories, shared moments with loved ones, and where you feel most comfortable.

When it comes time to buy a new home and begin a new chapter, the process can oftentimes feel overwhelming. Buying a home can be an emotional journey, and it's understandable to feel apprehensive. Rest assured that together, we can help you navigate the process with ease. We'll outline the process and create a plan together, so you don't have to do any of the heavy lifting.

From setting a budget, to finding the right neighborhood, negotiating the best terms for you & creating a smooth close, this booklet will be your guide.

*Gregg & Tarrah*



***OLD FASHIONED SERVICE  
NEW FASHIONED KNOW-HOW***



THE DUNE  
GROUP  
REAL ESTATE

real

Don't just buy for  
where you are today;  
buy for the life you are  
building tomorrow.



# Meet Gregg Henry

**Husband, Father, Community Leader, Realtor,  
Podcaster, Entrepreneur**

Real estate agent, coach, lover of architectural and interior design, and influencer for good. I started The Dune Group to combine a group of like-minded, trustworthy, real estate agents and high achieving people to help build a life and business they love...through real estate. Whether you're buying and selling your personal home OR building a portfolio, I'm here to help.



# Meet Tarrah Meyering

**Wife, Mother, Community Leader, Pickleballer,  
Realtor, Senior Real Estate Specialist**

My husband & I have 4 kids and a pup. I served on the Zeeland Athletic Booster Board 6 years including the last 2 years as president. My husband and I enjoy baseball and in pursuit of visiting all 30 MLB stadiums. My business is built on relationships. I understand that selling a home is complex and deeply personal and want to make you feel supported and that you have a trusted advisor by your side!

FOCUS ON YOUR FUTURE

we'll handle  
the rest



“

Gregg helped me find my house that fit both my needs and budget. He was never pushy and showed me numerous houses until I found the one that was right for me. The appraisal on the house we found ended up coming in lower than the amount offered so he helped work out the details so we could still proceed. Very helpful and knowledgeable.

# WHY HIRE A TEAM?

When it comes to buying or selling a property, having a real estate team on your side is a game-changer. Not only will they always be available to take calls and show properties, but they'll also bring a wealth of experience and expertise to the table.

Buying a home is one of the biggest financial decisions you'll make, and having a team of experts on your side ensures a smoother, stress-free experience. With a team, you're never waiting on one person—someone is always available for showings, so you never miss out on the perfect home.

Our broad network of agent relationships gives you insider access to off-market and upcoming listings before they hit the market. Plus, when it comes to inspections, appraisals, and negotiations, our team works together to ensure you get the best deal while avoiding costly surprises. More experts, better results—that's the power of a team.



Tarrah is great and made everything so easy. After going over what I was looking for she was on top of listings.

She is knowledgeable about the area, local lenders and inspectors, and helped me put together a winning offer for the home I wanted. I hope to stay in this home for a long time, but if I move *I know I'm calling Tarrah!*

TAKE THE STRESS OUT OF

# buying

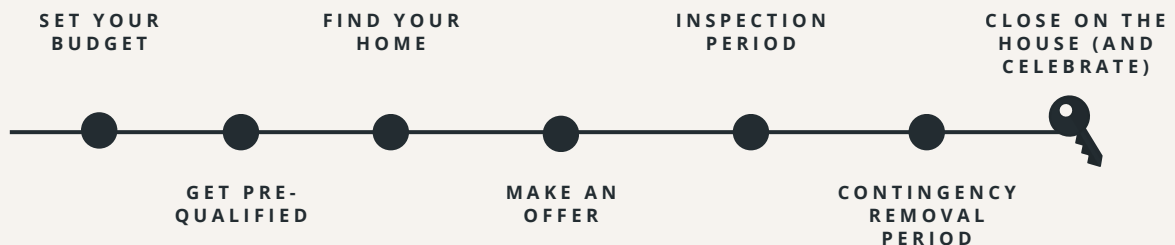


# SUCCESSFUL BUYING PROCESS

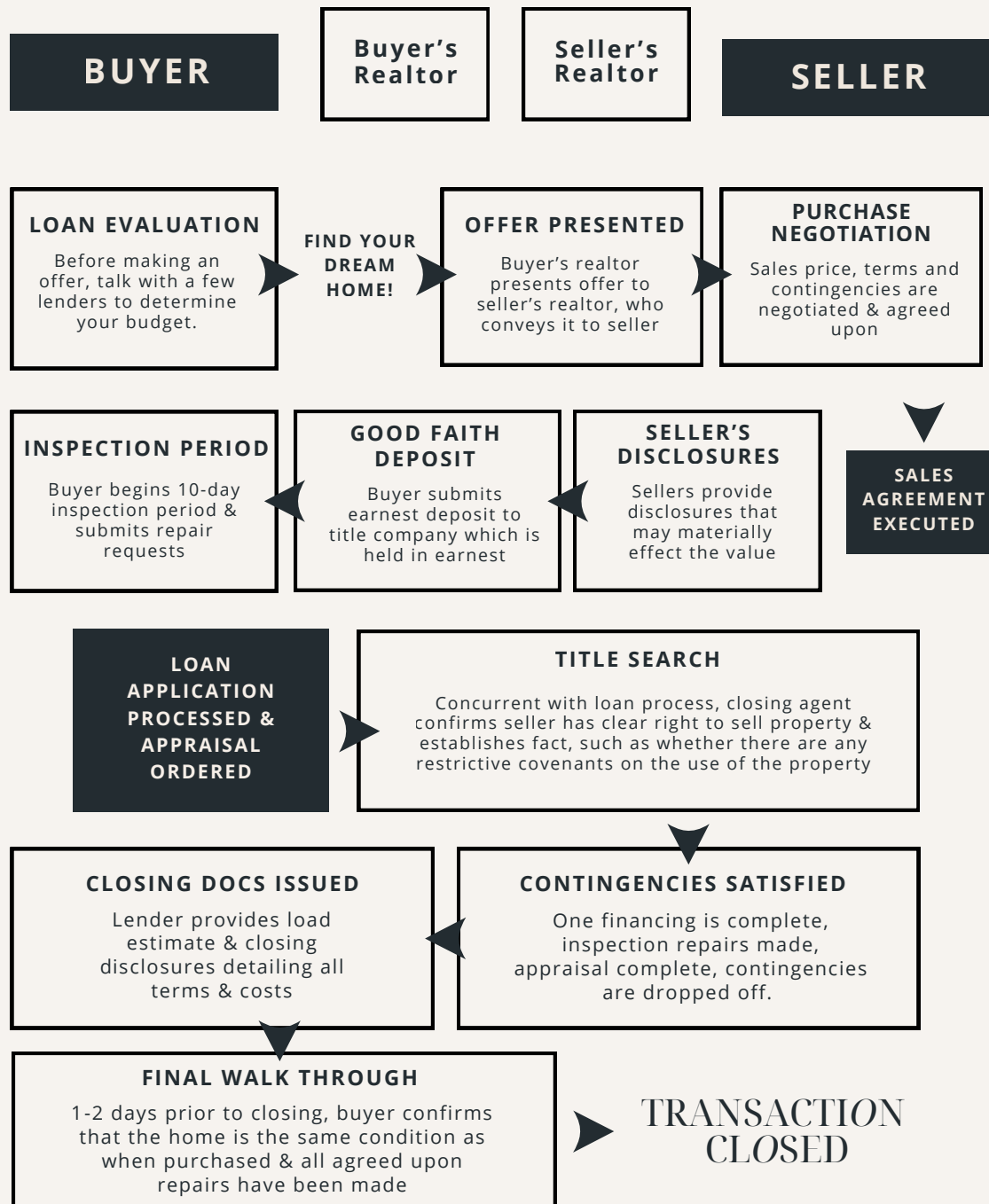
*I know that buying a new home can be stressful...*

But it doesn't have to be. Instead it can be the glorious start to a new chapter. The anticipation of creating new memories in a home that better serves your needs. We're here to help you determine your budget, find the perfect neighborhood & hear **"offer accepted!"**

Moving to a new home is exciting and we can't wait to help you every step of the way.



# HOW DOES A REAL ESTATE TRANSACTION WORK?





# SETTING YOUR BUDGET

I know... the dreaded B word. But having a clear budget will make this process SO MUCH EASIER. Start by meeting with a lender to finalize numbers, but first, consider what monthly payment feels comfortable for your family. A good rule of thumb: keep your mortgage under 1/3 of your take-home pay. However, there are exceptions depending on your life stage:

- Early in your career? You might stretch your budget slightly. For example, young professionals, like new attorneys, could overextend a bit, knowing their income is likely to grow.
- Near retirement or on a fixed income? Stick to a more conservative budget to ensure financial stability.



# BUILD YOUR TIMELINE

Are you renting? Do you need to sell your current home? Closings typically take 30 days, so line up your dates to be sure they work for you.

If you need to sell your current home in order to buy your new home, it's important to have it cleaned, staged and photographed PRIOR to looking at homes. This allows for me to best negotiate a Buyer Contingency, meaning that your new home purchase is contingent on your current home selling. As an agent, I need to be able to show the sellers we're ready to go to market 'overnight' so we don't delay the closing process.

If you're renting, know that your first mortgage payment isn't usually due for 45-60 days AFTER close of escrow, which helps you not double up on rent and mortgage payments.

# TIMELINE

## **BUDGET**

- Determine what you want your monthly payment to be
- Determine how much you want to put down

## **MEET WITH A LENDER**

- Interview lenders
- Crunch the numbers to determine how much home you can afford

## **SET UP YOUR HOME SEARCH**

- Determine what your 'must have' items are
- Define the location you want to live in
- Set up your home search

## **SHOWINGS**

- Walk any homes that meet all of the qualifications you've set until you find the right one & submit an offer

## **OFFER ACCEPTED!**

- Deposit earnest money
- 10-day inspection period
- Appraisal

## **CLOSING DAY**

- Sign all lender documents
- Sign all title documents
- Sent to record + fund

## **MOVING DAY**

- Schedule your movers
- Turn on all utilities in your name
- Welcome Home!



# WISH LIST

Buying a new home is so much fun, and this is the part where you daydream about all the possibilities. I like to remove all constraints of budget and location and write down ALL the things I'd love to have inside my home. Not gonna lie, my list is fairly epic, but it makes me happy to think about all the possibilities.

After I've filled my mind with all the possibilities, I start sorting them and ranking them in order of importance, narrowing it down to 3-5 must-haves. It's important to do this BEFORE you start looking at houses so you don't get distracted by something that might seem like what you want, but really isn't.

We'll refer to this list when we're out looking at homes. If a pool is on your MUST-HAVE list, then we're only going to walk homes that have pools OR are priced in a way that allows you to immediately put one in. This ends up saving everyone so much time AND ensures you get what you really want.

# NEW HOME WISH LIST

## BATHROOMS

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## KITCHEN

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## BACKYARD

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## FAMILY ROOM

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## FRONT ENTRY

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## BEDROOMS

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## MISCELLANEOUS

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# *Why* Hire an Agent?

**Unrepresented consumers account for 70% of all real estate lawsuits.**

Are you required to have a real estate agent to purchase a home? No. But you're also not required to have a professional cut your hair, so why do you pay someone to do that? Because you don't want to walk around with your hair a mess, right?

Buying a home is often one of the biggest financial investments you'll make in your lifetime. A lot can go wrong and unfortunately, it can go REALLY wrong if you don't know what you're doing.

# Agent Compensation

Inside real estate transactions there are typically two agents involved. One agent represents the seller, the other agent represents the buyer. Each agent works to create circumstances that are agreeable to their clients.

Typically, seller's offer 3% of the purchase price to their agent and 3% to the buyer's agent. New NAR regulations prohibit us from offering a buyer agent compensation inside the MLS, but it is still recommended that seller's offer compensation to a buyer's agent, here's why:



- **It makes their listing more appealing.** Buyers face a lot of upfront costs when purchasing a home, seller's covering this cost allows buyers to afford more.
- **It creates a smoother transaction.** A represented buyer is a buyer that is educated with an agent working to make sure we get everyone to the closing table.

**Sellers are not required to offer a buyer's agent compensation**, this means buyers need to be prepared to pay their agent out of pocket if need be. As a buyer's agent, it is my job to seek best circumstances for your purchase, which is why we'll try to negotiate a seller paid commission structure.

*-Gregg & Tarraah*

# DOWN PAYMENT

Determine what your down payment is. While some put 20% down on their home, you can often qualify with as little as 5% down. It's important to be clear on this number as it will impact your monthly payment. You'll also need to have your Earnest Money on hand as well. Typically buyers put 1% of the purchase price down as earnest money. I'll break down your earnest money in just a bit, but know that you're earnest money will be added to your down payment on closing day.





## MEET WITH YOUR LENDER

Now that you have a clear idea on what you want and the numbers you'd like to hit, it's time to talk to a lender. Every buyer must have a pre-approval before seeing any homes. Depending on your price point (usually luxury listings), Listing Agents will require proof of funds prior to showings. This ensures sellers aren't prepping their home for showings for buyers that aren't in a position to buy.

Your pre-approval will be submitted with any offer so the sellers know you can secure a loan for their property. Once you have your pre-approval, revisit your 'must have' list to be sure those items can realistically be secured at your price point.



“

# PROFESSIONAL PATIENT & ABSOLUTELY OUTSTANDING

We moved to Michigan from Indiana and Tarrah found us a rental for our 1st year to get familiar with the area. We began looking this summer. Tarrah helped us go through several homes and lock in a beautiful place in Holland that checked all our boxes. Her and her team did an amazing job walking us through the process. Highly recommended!



# THE DUNE GROUP

REAL ESTATE



**WE USE A VARIETY OF  
STRATEGIES AND TOOLS  
TO HELP YOU FIND YOUR  
PERFECT HOME, MAKING  
SURE YOU HAVE ACCESS  
TO THE BEST OPTIONS ON  
THE MARKET.**

# SET UP YOUR HOME SEARCH

Now it's time to start shopping for your new home! We'll automate this by setting up a custom home search for you with all of the criteria you listed above. This means anytime a new home hits the market that meets your criteria, you'll get an email notification. If you like what you see, reach out and I'll set an appointment to walk the home.

A few ground rules to make this process as enjoyable as possible:

Do not walk homes that are not in your budget. I can promise you this never ends well and oftentimes makes you disappointed in what you CAN afford.

Remember when walking homes, someone else is often living there. This means we want to be respectful of their space, especially if little kids are in tow.

And finally, there are almost always cameras, so save any talk of pricing for after the showing.

YOU'RE UNDER CONTRACT...

# Now What?

Once we have an accepted contract, we send it to the Title Company who will facilitate the closing documents. The Title Company works with all parties involved (buyer, seller, both agents and lender) to compile all the documents necessary to close.

01

**EARNEST DEPOSIT**

02

**INSPECTION**

03

**APPRAISAL**

## THE DETAILS...

**01**

**EARNEST DEPOSIT:** Your earnest deposit is typically 1% of the purchase price. Once all contingencies are met, your earnest money will be non-refundable and will be applied towards your down payment.

**02**

**INSPECTION PERIOD:** This is your time to do all of your due diligence on the property. It is **HIGHLY** recommended that you hire a professional inspector to do a full inspection of the home.

**03**

**APPRAISAL:** Once the inspection is complete the next contingency to remove is the appraisal contingency. Most loans require an appraisal prior to funding.



## 10-DAY Inspection Period

This is your time to do all of your due diligence on the property. It is **HIGHLY** recommended that you hire a professional inspector to do a full inspection of the home. You can google some options or I'm happy to share a few companies I've worked with in the past, but who you use as your inspector is your decision. The inspector will climb into the attic, check the a/c, run all the faucets, check all the electrical and look for anything that is out of order. They'll then provide you with a full report that is often dozens of pages long — you want them to be thorough! They'll point out everything that is in working order and everything that is not. Once the inspection is done, you'll have an opportunity to ask the seller to repair or replace anything that isn't working properly. Let it be noted, you cannot ask for things that are working properly to be repaired or replaced. If buyer and seller cannot come to an agreement during this due-diligence period, buyer has the opportunity to cancel the contract and receive a full refund of their earnest money.

# APPRAISALS



A modern bedroom with a large window and a bed. The room is bright and airy, with a white bedspread and a light-colored armchair. The window looks out onto a green landscape.

# HOME APPRAISALS ENSURE ACCURATE VALUE, GUIDING FAIR AND INFORMED REAL ESTATE DECISIONS

Once the inspection is complete the next contingency to remove is the appraisal contingency. Most loans require an appraisal and if the home doesn't appraise for the purchase price buyers and sellers have a few options. The buyer can exercise their right to cancel the contract and receive a full refund of their earnest money, or buyer and seller can renegotiate on the price or buyer can bring the difference between the appraisal amount and loan amount in cash to the closing table to bridge the gap.

Once the appraisal contingency has been met, the buyer's earnest money is typically what we call, 'hard.' This means that should you decide to cancel the contract, you will not receive a refund of your earnest money deposit.

*OLD FASHIONED  
SERVICE*



**THE DUNE  
GROUP  
REAL ESTATE**

*NEW FASHIONED  
KNOW-HOW*



# OTHER CONTINGENCIES

If you're selling your current home in order to buy your new home, you'll have this contingency as well that needs to be fulfilled before your earnest money goes hard. We'll go over all of these dates so you know exactly what is expected of you and the sell of your home.

# FINANCING

During this time, it's imperative that you stay in close contact with your lender. They'll need specific paperwork and information only you can provide them. It is also of the utmost importance that you refrain from any other major purchases that could impact your financing. This would be buying a new car or boat or swiping your credit card for furniture for the new house. These purchases can negatively impact your debt to income ratio and implode your deal before it's done. Hang tight until we close on your dream home and then you have full reign to get that home furnished or buy that new car.



# Final Walk Through

This occurs 2-4 days prior to close and is your chance to walk the home one last time to ensure that all of the repair requests have been completed and that the house is in the same condition as when you bought it. It's normal to see boxes stacked in the garage because sellers are moving too! If everything looks good, you'll sign paperwork accepting the home's condition and we'll be on our way to a smooth close.

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# A TRUE EXPERT IN THE REAL ESTATE WORLD

*Gregg was friendly, helpful, and provided great local insight. He understood what I was looking for and provided as many comparable options as were available. I would not have my cottage today had he not been my agent. After close he even gave me the most thoughtful gift to begin enjoying my new home. I really would recommend him to anyone looking to buy in the Douglas, Saugatuck, Holland, or surrounding Western Michigan area.*



# CLOSING DAY

This is it, the big day!

Closing day is usually a collection of a few days. The Title Company will receive loan documents 3-5 days prior to close and you'll have two options: you can make an appointment to sign at the Title Company OR they'll send the documents to you with a notary to sign in the comfort of your own home. Either way is just fine, but you'll need to be sure if you're signing at home that there is time for documents to get back to the Title Company in a timely manner (this only comes into play if you're signing out-of-state). Both buyers and sellers usually sign all the documents at different offices.

We've done this dozens of times and I promise you, we'll get through it just fine. You'll be signing a lot of paperwork today, most of it pretty dull, all of it important, taking about 30 minutes or so.

The good news is, it's all paperwork that will have already been reviewed by the title company. It will also be explained to you during signing. Feel free to ask any questions. After you sign everything...the deal is closed once transaction is funded.

1. Utilities will need to be scheduled to be turned on the day property is turned over to you per the contract.

2. Celebrate!

# *What You* **CAN EXPECT**

We know this is about more than selling high and buying low and we can promise you that while there will be some bumps in the process, We'll be doing our best to help you avoid any delays or roadblocks. You can expect weekly phone calls with my trademark *tell it like it is* honesty & creative problem solving to get you where you want to go.

*Gregg & Tarrah*



★★★★★

JOHN M.



Tarrah did an excellent job for me in finding a condo. I told her what I was looking for and within one week she showed me the house that I ended up buying. She is very knowledgeable and professional. I would recommend her for anyone looking for a home!

# READY TO BUY?

**Gregg Henry**

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real