



BUYER'S GUIDE

PATRICK WEEKS REAL ESTATE

TABLE OF CONTENTS

2
MISSION STATEMENT

3
OUR TEAM

4
PRE-APPROVAL

6
TOOLS & PROGRAMS

7
VIEWING HOMES &
WHAT TO EXPECT

8
WRITING AN OFFER

10
ACCEPTED OFFER

11
COST OF PURCHASING A
HOME

13
SUBJECT REMOVAL

14
PREPARATION

15
LOYALTY & COMMITMENT

16
WHAT OUR CLIENTS SAY

17
NEXT STEPS

18
2020-2021 HIGHLIGHTS

MISSION STATEMENT

Our mission is to provide the best real estate experience possible in Greater Vancouver.



MESSAGE FROM PATRICK

The most important part of working with our clients is establishing trusted, long-term relationships. We start by getting to know each of our client's unique needs and requirements. Armed with this information, we can create a tailored road map for our client's success.

Using a combined 50+ years of real estate experience, we can simplify the buying and selling process and help our clients save time and money. Providing market insight, state of the art technology and hands on service ensures that our clients reach their goals.

OUR TEAM



Patrick Weeks

Personal Real Estate Corporation

Born and raised in Vancouver, Patrick's honesty, professionalism and sincerity have helped him consistently remain at the top 1% of all Greater Vancouver Realtors. His motivation comes from a desire to make sure his clients get the very best knowledge, advice and expertise to help them make wise real estate choices.



Devin Roch

Personal Real Estate Corporation

With 17 years of real estate experience in both sales and development, Devin offers a unique perspective and expertise. His attention to detail, unwavering determination and good old-fashioned work ethic ensure his clients achieve their real estate goals. His principles are simple: work hard, be honest and build lasting relationships.



Jenny Do

Realtor

Jenny has worked several years in project sales for renowned developers in Greater Vancouver. Her experience and attention to detail enable her to understand and deliver exceptional client service, while providing all the tools needed to ensure the best results are achieved.



Matthew Gibson

Personal Real Estate Corporation

Born and raised in West Vancouver, Matt brings excellent knowledge of the North Shore region to the team. Matt has the capability to quickly analyze a property and neighbourhood for living, investment and redevelopment purposes. Matt's success is based off of trust and excellent communication.



Noah Armstrong

Realtor

Before joining Patrick Weeks Real Estate, Noah worked as a luxury rental agent, allowing her to bring her extensive knowledge of the Vancouver rental market to analyze properties for investment potential. Noah's strengths are her charisma, great communication skills, and commitment to building trust and strong relationships with clients.



Susan Jackes

Client Services Manager

Susan has been on the legal side of the real estate business at various periods since 1992. She enjoyed an extensive career as a Real Estate Paralegal at some of the most recognizable law firms in Vancouver. Her ability to build strong connections with others and her attention to detail has been a benchmark of Susan's success.

STEP 1 — PRE-APPROVAL

Know Your Budget | Obtain Pre-Approval Letter From Your Lender

The first step in purchasing a home or investment property includes meeting with a trusted Mortgage Broker or Bank to obtain a pre-approval. Having a pre-approval in place is an essential step prior to starting your property search. Locking in a pre-approval will ensure three things:

- A guaranteed interest rate hold
- Knowing your maximum mortgage amount
- Understanding your monthly payment requirement

Having a pre-approval in place also gives you an advantage when it comes time to writing an offer on a property, as you can be more competitive when negotiating with a Seller.

MORTGAGE BROKER VS. BANK

A **mortgage broker** has the ability to apply for a mortgage to multiple lenders.

A **bank** can only apply for a mortgage with the bank they are associated with.

DEDICATED MORTGAGE SPECIALIST



COLIN LAWRENCE

Managing Partner & Mortgage Broker |
DLC First Pacific Mortgage

604.833.8383

colinlawrence@dominionlending.ca



STEP 2 — TOOLS & PROGRAMS

VanSearch

The next step towards finding your new home is being connected with the right tools and people to help you get the most out of your search.

After speaking with a member of our Real Estate Team, and giving us an idea of what you are looking for, we will set you up on our user friendly website **www.vansearch.ca** that is accessible 24/7 and updates new properties daily to make sure you don't miss out on the market's newest listings.

Our Real Estate Team will also set you up with a Private Client Search on VanSearch.ca. This website search tool is set according to your every need. We will send you properties that match the criteria you are looking for.

Here are some of the benefits of having an account:

- Get new property email alerts
- Choose the frequency of the emails (daily, weekly or never)
- Save multiple searches
- View all detailed property information
- Virtual pictures
- Save favourite properties to track
- Quick responses to questions

We also provide you with access to exclusive listings, private sales and off market opportunities.

STEP 3 — VIEWING HOMES & WHAT TO EXPECT

Working With An Agent | Viewing A Home

After you have your pre-approval in place, a member of our real estate team will connect with you.

What's next?

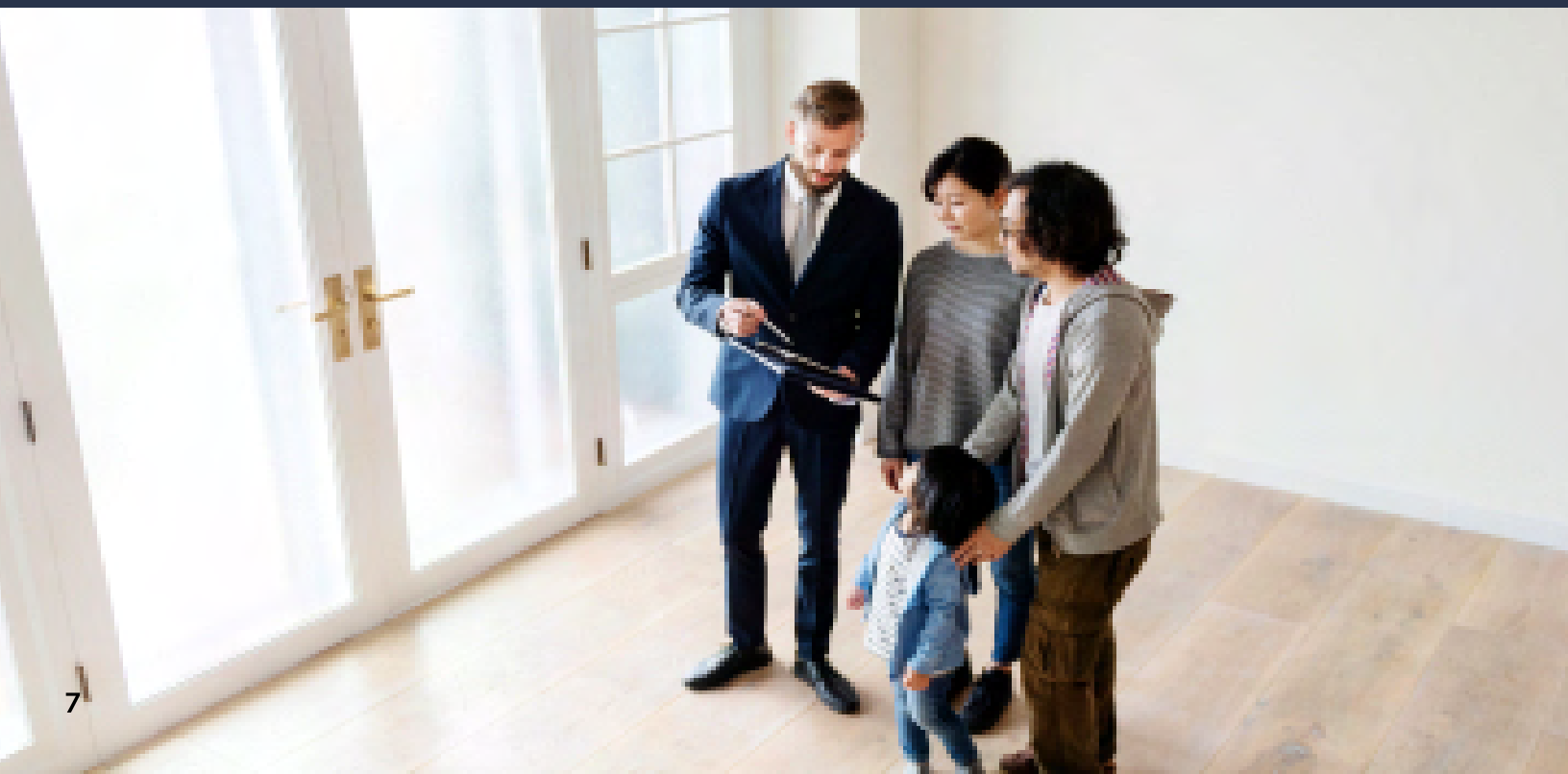
The home viewing process. This is definitely the most exciting part of purchasing a home and gives you the chance to view the home in-person and see if it's the right size for you, if it's bright enough, close enough to schools, parks, and transportation.

After our Client Care Team schedules your tour of desired homes, you will have the opportunity to view them with one of our Realtors. We will provide helpful information on homes and neighbourhoods that are not always easily accessible to the public.

Our job is to protect your interest in the process of buying a home. What this means is when viewing a home, we might not have conversations you want to hear, but conversations you NEED to hear.

If you're viewing a property that has underlying issues, our job is to uncover those and disclose them to you.

We will also carefully research and help determine the fair market value of the property. We will point out the benefits and disadvantages as it relates to resale value.



STEP 4 — WRITING AN OFFER



Emotions | Contract of Purchase & Sale | Terms & Conditions

You have found the right property, and you're ready to write an offer. Let's talk about the process and the emotions that may follow.

During this time, it's normal to feel excited, nervous or scared. Having a team of professionals available to walk you through this process will help you feel more confident in what might be the largest personal investment of your life.



At this point, we will educate you on what key Terms and Conditions to write in your Contract. Here are a few key subjects we include:

Deposit

How much should you put down?

Home Inspection

What kind of condition is the home in?

Title Search

Are there any liens or charges on title that need to be investigated in further detail?

Strata Properties

Review all related documents in depth.

Property Disclosure Statement

Review this in detail.

Financing

You need a mortgage or are you paying cash?

Home Insurance

Protecting yourself and your investments.

To present an offer on a home, we will use a document called the Contract of Purchase and Sale. Our agents will present an offer on your behalf to the Listing Agent; we will ensure you are satisfied with the price, deposit terms, conditions, completion and possession dates and time for acceptance.

RE/MAX REAL ESTATE SERVICES OF CANADA BC REAL ESTATE ASSOCIATION THE CANADIAN REAL ESTATE ASSOCIATION PAGE 1 of 6 PAGES

CONTRACT OF PURCHASE AND SALE

BROKERAGE: RE/MAX Select Properties DATE: _____
ADDRESS: 5487 West Boulevard Vancouver PC: V6M 1W5 PHONE: _____
PREPARED BY: _____ MLSS NO: _____

SELLER: _____ BUYER: _____
SELLER: _____ BUYER: _____
ADDRESS: _____ ADDRESS: _____
PC: _____ PC: _____
PHONE: _____ PHONE: _____
OCCUPATION: _____

PROPERTY:

UNIT NO: _____ ADDRESS OF PROPERTY: _____
CITY/TOWN/MUNICIPALITY: _____ POSTAL CODE: _____
PID: _____ OTHER PIDS: _____

LEGAL DESCRIPTION

The Buyer agrees to purchase the Property from the Seller on the following terms and subject to the following conditions:

1. **PURCHASE PRICE:** The purchase price of the Property will be _____ DOLLARS \$_____. (Purchase Price)

2. **DEPOSIT:** A deposit of \$_____ which will form part of the Purchase Price, will be paid within 24 hours of acceptance unless agreed as follows: _____

All monies paid pursuant to this section (Deposit) will be paid in accordance with section 10 or by uncertified cheque except as otherwise set out in this section 2 and will be delivered in trust to _____, and held in trust in accordance with the provisions of the Real Estate Services Act. In the event the Buyer fails to pay the Deposit as required by this Contract, the Seller may, at the Seller's option, terminate this Contract. The party who receives the Deposit is authorized to pay all or any portion of the Deposit to the Buyer's or Seller's conveyancer (the "Conveyancer") without further written direction of the Buyer or Seller, provided that: (a) the Conveyancer is a Lawyer or Notary; (b) such money is to be held in trust by the Conveyancer as stakeholder pursuant to the provisions of the Real Estate Services Act pending the completion of the transaction and not on behalf of any of the principals to the transaction; and (c) if the sale does not complete, the money should be returned to such party as stakeholder or paid into Court.

INITIALS _____

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PAGE 1 OF 2

BC Financial Services Authority

Relationship with Real Estate Professionals

Real estate professionals have a regulatory responsibility to provide services to you.

As a real estate professional, they have a duty to provide you with the best service possible. They must act in your best interests and must not act in a way that would bring the profession into disrepute.

AS A NON-CLIENT

A real estate professional who is not representing you as a client does not owe you special legal duties:

- **No loyalty.** They may be representing a client with competing interests to yours in a transaction. They must be loyal to their client, not you.
- **No duty of full disclosure.** They do not have a duty to give you all relevant information.
- **No duty to avoid conflicts.** They are not acting in your interests.
- **No confidentiality.** They must share any information you tell them with their clients in a transaction.

As a non-client, a real estate professional may give you only limited services.

Whenever a real estate professional works with you in a real estate transaction, whether you are their client or not, they have a responsibility to act honestly and with reasonable care and skill.

PRIVACY NOTICE AND CONSENT

or lease real estate, REALTORS®, brokerages need to collect, use and disclose some of your personal information about you, such as your name, address, phone number, financial information and about your property (such as listing and selling terms, etc.).

This information is collected, used and disclosed for the following purposes:

- 1) To allow the boards (including REALTORS®) to compile current and historical statistics on sales and property prices and lease rates, and to conduct comparative market analyses. Information about your property will be retained in the MLS® System and handled in accordance with its and the boards' terms and conditions, and published by the boards from time to time for these purposes after your property has sold or leased or your listing has expired (if you are a seller/landlord) and after you have purchased or leased your property (if you are a buyer/tenant).
- 1g) To enforce codes of professional conduct and ethics for REALTORS® (by cooperating with the boards, BCREA, RECBC, CREAA and other regulatory bodies).
- 1h) To comply with legal requirements and to act pursuant to legal authorizations.

The above-mentioned primary uses are a necessary part of your relationship with the REALTOR® to whom you are giving this consent.

Will my personal information be collected, used and disclosed for any other purposes?

Your personal information may also be collected, used and disclosed for the secondary uses set out below. These secondary uses are optional. If you do not want your personal information used or disclosed for any of these secondary uses, you may opt out of granting consent to any of them by indicating the "Opt Out" box(es) to the right of the secondary use(s) to which you do not want to consent.

Information collected?

Information will be collected directly from you through the forms you fill out (e.g., Multiple Listing Contract, and Offer to Lease, Seller's Property and Through Discussions you have with the Board are giving this consent. Some information may be sourced from public records and is not collected from you. This information includes:

- **Personal information** that is collected, used and disclosed by the REALTOR® and its members, other REALTORS® and their partners and agencies, financial institutions, (including, BCREA, the Real Estate Council of BC), CREAA and members of the public, for the law.

Information will be accessible to each of the above-mentioned parties, once the listing term has ended, the information will be made available to the public.

Information collected, used and disclosed?

Information will be collected, used and disclosed for some or all of the following purposes:

- **Primary purposes:** to provide you with the best service possible in connection with the purchase and sale or lease of real estate, to provide you with the best service possible in connection with the purchase and sale or lease of real estate, to provide you with the best service possible in connection with the purchase and sale or lease of real estate, to provide you with the best service possible in connection with the purchase and sale or lease of real estate.

ACKNOWLEDGEMENT

I/we consent to the collection, use and disclosure of personal information as described in this Privacy Notice and Consent form.

PRINT NAME _____
SIGNATURE _____
DATE _____

PRINT NAME _____
SIGNATURE _____
DATE _____

REALTOR® _____
BROKERAGE _____

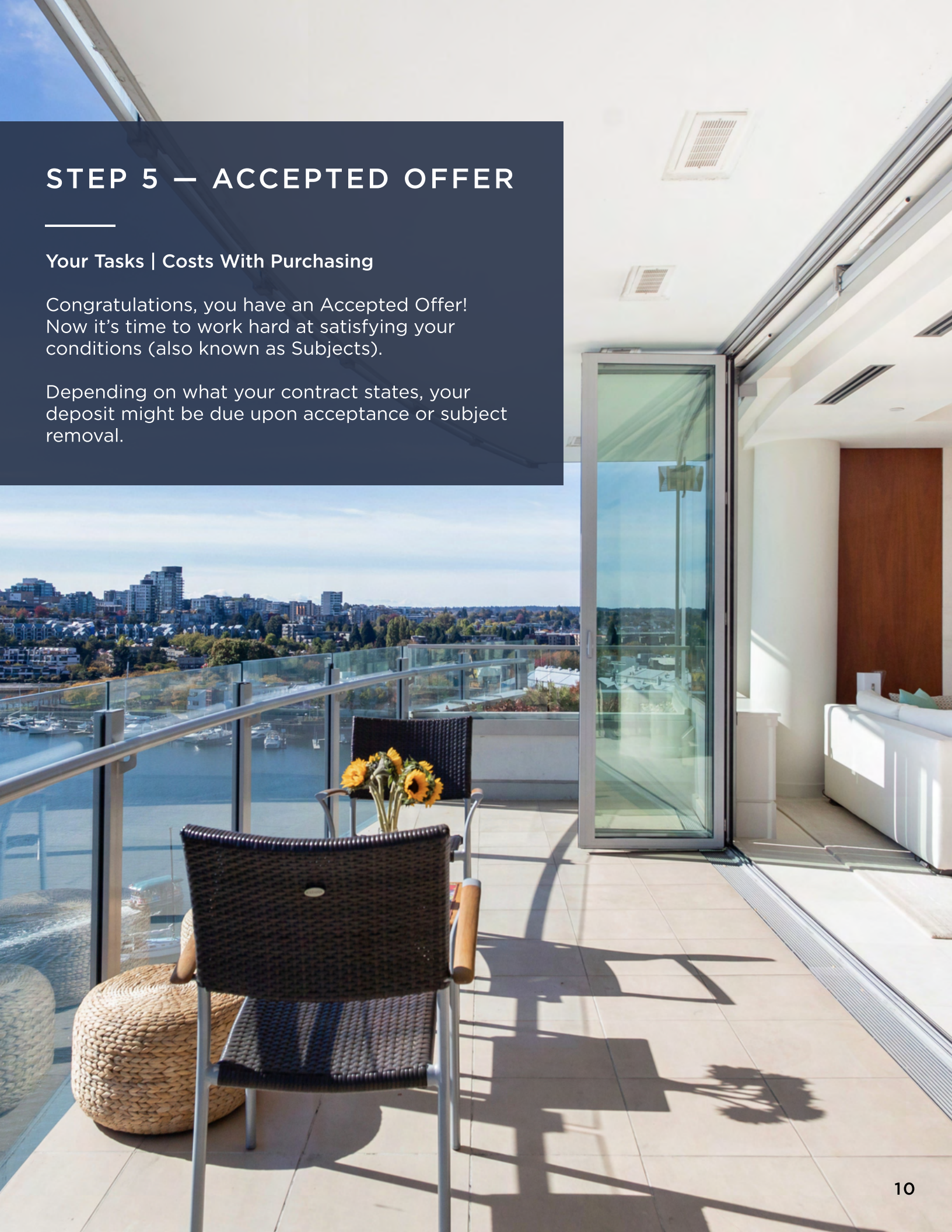
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STEP 5 — ACCEPTED OFFER

Your Tasks | Costs With Purchasing

Congratulations, you have an Accepted Offer! Now it's time to work hard at satisfying your conditions (also known as Subjects).

Depending on what your contract states, your deposit might be due upon acceptance or subject removal.





COST OF PURCHASING A HOME

Depending on what type of property you are purchasing, there are a few different costs that might come up on or before possession day. Here are a few examples:

Realtor: When you are using a Realtor to assist you with the purchase of a property, there are NO COST to you as all Realtor's commissions are paid for by the Seller of the property you are purchasing.

Down Payment: Your down payment/deposit varies depending on the purchase price of your home, what mortgage rate you qualify for and whether or not you are a first time home buyer.

Goods & Services Tax (GST): The GST is applicable on newly constructed properties and is calculated at 5% of the purchase price. The GST is NOT applicable on resale (used) residential real estate.

Property Taxes: You pay your property taxes to your municipal office annually, and these are generally based on the assessed value of the property.

Home Inspections: Depending on what type of property you are purchasing and how large the home is, a home inspection can cost anywhere from \$700 to \$1500. Some inspectors also charge an additional fee for an older home or a home with a secondary suite(s).

Prepaid Property Taxes or Utilities: You must reimburse the Sellers for any prepaid taxes or utilities for the current year. These costs are prorated and will appear on the Statement of Adjustments prepared by the Lawyer/Notary.

Lawyer/Notary Fees: A lawyer or notary is required in order to register a property and transfer the Title from the previous owner to the new buyer. The cost of their service depends on the complexity of the real estate transaction. Strata and leasehold properties or properties with multiple mortgages tend to be more complex. In general, fees will vary from \$750 to \$1500.

Property Transfer Tax: Home buyers in BC are required to pay a property transfer tax whenever they purchase a property. This is paid for when your home registers upon completion.

The property transfer tax rate is:

- 1% on the first \$200,000
- 2% on the portion of the fair market value greater than \$200,000 and up to and including \$2,000,000,
- 3% on the portion of the fair market value greater than \$2,000,000, and
- If the property is residential, a further 2% on the portion of the fair market value greater than \$3,000,000.

You may qualify for a partial exemption from the tax if the property:

- Has a fair market value less than \$500,000
- Is larger than 0.5 hectares
- Has another building on the property other than the principal residence

Home Insurance: Your home insurance is paid for monthly or yearly and is not added onto your mortgage. The cost will depend on the size of your home, what type of insurance you have selected and if your home is a strata lot.

Strata Fee: A strata fee is paid monthly whenever you are purchasing a property such as a condo, townhome, or any property that is part of a strata corporation. Strata fees are paid monthly and go toward maintaining the building, the common property, water, garbage recycling, etc. Note: different strata companies include different items in their fees. It's always important to review what your strata fees include before signing your subject removal.



STEP 6 — SUBJECT REMOVAL

Once you have reviewed and are satisfied with all of the conditions of your purchase contract, you will be in a position to remove those subjects.

Your deposit is typically due upon final subject removal or acceptance of an unconditional offer. The deposit is typically in the form of a bank draft and is held "in trust" in our real estate brokerage trust account. Bank drafts should be made out to **RE/MAX Select Properties**. Deposits can also be paid by wire transfer (please enquire).

Once your deposit has been paid, you will need to choose a Lawyer/Notary to assist you at completion. We will ensure your file is sent to your Lawyer/Notary, however you may want to call them directly to confirm use of their services. They will provide you with an estimate cost for the conveyance of your property. This will include all legal paperwork, disbursements, prorated taxes, and maintenance (if applicable). You will make an appointment to meet with the lawyer within 7-30 days prior to completion.

TOP 3 RECOMMENDED LAWYERS/NOTARIES:

Richard Bell or Khushhal Bains
Bell Alliance
604.873.8723
201 - 1367 West Broadway
Vancouver, BC V6H 4A1

**Munro & Crawford Barristers
& Solicitors**
604.373.1227
5670 Yew Street
Vancouver, BC V6M 3Y3

Deprez and Associates
Notaries Public
604.221.4343
2515 Alma Street
Vancouver, BC V6R 3R8



STEP 7 — PREPARATION

Even though your purchase might not be completed for another month or two, now is a perfect time to start preparing for move-in day.

Canada Post: Now is a good time to let Canada Post know when you would like your mail forwarded. If your new property has a mailbox, you can also request a new mail key and schedule a postman to put a new lock on for your possession day.

BC Hydro & FortisBC: These services can be pre-scheduled so that BC Hydro and FortisBC know when to turn your services on and when to start your billing date (set as possession date). BC Hydro may require a security deposit before turning on your hydro.

Shaw/Telus: Call and schedule Shaw or Telus to come to your home and set up your phone, cable and internet the same week you move in to ensure you are not waiting for service connection.

Moving Company: If you would like a moving company to assist you with your move, it's recommended to book your move in day 1-2 months beforehand as movers book up quickly on weekends and at the beginning and end of each month.





STEP 8 — LOYALTY AND COMMITMENT

Our Referral Program:

If you have enjoyed working with our team and know of a friend or family member who might be interested in selling or purchasing a property in the near future, we have a fantastic referral program.

#1 Send Us A Client

Give us a call, text or email anytime with the name and phone number of the person you know who is looking to purchase a home. You can also give them our information if they would prefer to give us a call.

#2 Calling The Client

After receiving their information we will give them a call right away to review their current situation, and start helping them as soon as they are ready.

#3 We Pay You

To say thank you for referring a friend or family member to our team, we will give you a \$500 referral when their purchase or sale has been completed.



WHAT OUR CLIENTS SAY

Patrick and Devin were an absolute pleasure to work with! Both are consummate professionals and are very knowledgeable, and willing to pass that knowledge on. As a first time buyer in a challenging market, that made a huge difference. Devin in particular was extremely patient and helpful over what was a long but ultimately successful hunt. Going with Patrick and his team made all of the difference, and I wouldn't hesitate to recommend them to anyone! | Meghan L

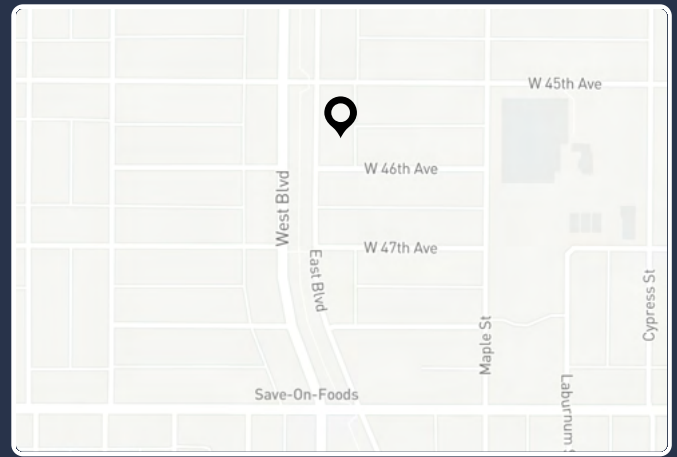
What a pleasure to deal with Patrick and his team. Listing updates were given every week and we were able to arrange viewings easily with our realtor Matt who went out of his way to accommodate our schedule. 100% happy with everyone on the team, especially Matt ,who showed amazing patience with my daughter as she went through her first home purchase experience. | Cheryl

Patrick helped us sell our starter home and get into our forever home. You can rely on his market expertise and his ability to get the deal done. I would highly recommend him and his team to anyone looking to buy or sell. | M.V.

NEXT STEPS

If you're interested in selling your property with Patrick Weeks Real Estate, contact us today to see why we provide the Ultimate Real Estate Experience.

WWW.PATRICKWEEKS.CA



6158 East Boulevard, Vancouver, BC V6M 3V6



CONTACT US

PATRICK WEEKS

Personal Real Estate Corporation

PATRICK@PATRICKWEEKS.CA

604.330.6143

JENNY DO

JENNY@PATRICKWEEKS.CA

604.210.6593

MATTHEW GIBSON

Personal Real Estate Corporation

MATT@PATRICKWEEKS.CA

604.785.1207

DEVIN ROCH

Personal Real Estate Corporation

DEVIN@PATRICKWEEKS.CA

604.239.3226

NOAH ARMSTRONG

NOAH@PATRICKWEEKS.CA

604.670.7082

SUSAN JACKES

ADMIN@PATRICKWEEKS.CA

236.706.5354

2022 PERFORMANCE HIGHLIGHTS

PATRICK WEEKS REAL ESTATE

Are you looking to buy in 2022?
Give us a call!



**TOP 1% OF VANCOUVER
REALTORS SINCE 2011**



140+ HOMES SOLD IN 2021



\$260M+ TOTAL SALES IN 2021



**AVERAGE LISTING
20 DAYS ON MARKET**



**100.4% SOLD PRICE TO
LIST PRICE RATIO**

PATRICK WEEKS

TOP 1% OF VANCOUVER REALTORS®

SINCE 2011



RE/MAX
SELECT PROPERTIES

PATRICK WEEKS PERSONAL REAL ESTATE CORPORATION

patrickweeks.ca

info@patrickweeks.ca

604.803.9335



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