



BUYERS GUIDE

FIND YOUR WAY HOME
at **Brinkoetter.com**

OUR MISSION

THE BRINKOETTER PROMISE

At Brinkoetter Realtors, we understand that no two clients are the same, and neither are their goals. We believe in getting to know you – your needs, your preferences, and your lifestyle. Why? Because you deserve more than a home; you deserve a place where memories are made, relationships are cherished, and comfort is found. From the moment you step into our world, your dreams become our purpose, and **your goals, our mission.**

Welcome to Brinkoetter.

Tom

TOM BRINKOETTER

Designated Managing Broker/Owner
BRINKOETTER REALTORS

OUR HISTORY

THE BRINKOETTER LEGACY

In 1965, Tom Brinkoetter, Sr., founded a Decatur company with a singular goal: to support his community's real estate needs with integrity, purpose, and a forward-facing approach to business. Fifty-five years later, Brinkoetter Realtors still embodies that spirit under the leadership of his son, owner Tom Brinkoetter, and our team of more than 60 agents.

OUR NUMBERS

BRINKOETTER STATISTICS

147M

BRINKOETTER REALTORS had over **146.877 million** in total sales volume for residential real estate in Macon County for 2023

52%

Brinkoetter was involved in 52% of all home sales in the Macon County market for **2023.**

844

Residential Real Estate Total Sides in Macon County in 2023

Nearest
Competing Office

389

Brinkoetter
Realtors

844

Residential Real Estate Buyer Sides in Macon County in 2023

Nearest
Competing Office

195

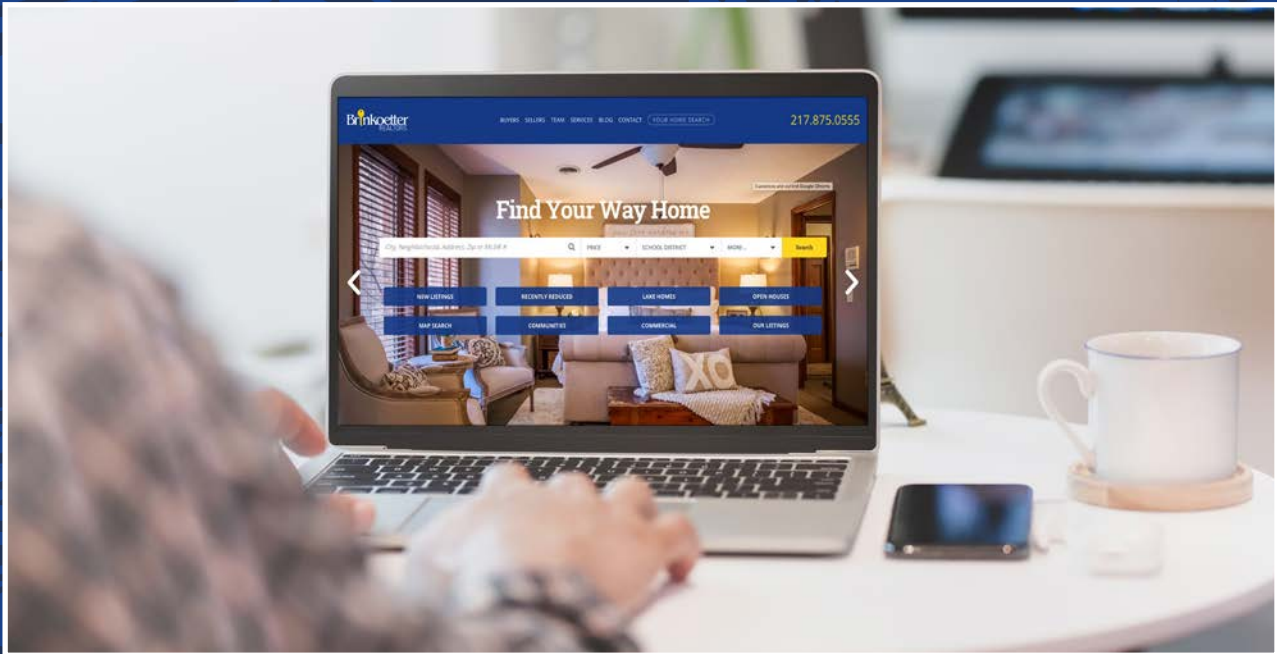
Brinkoetter
Realtors

412

**statistical data sourced from the Central Illinois Board of Realtors, MLS
for Macon County residential listings

OUR TECHNOLOGY

THE BRINKOETTER ADVANTAGE



LET YOUR SEARCH START AT BRINKOETTER.COM

When you're preparing to buy a home, **Brinkoetter.com** has all the tools you need to get started. Our site zeros in on the user experience to make information available faster, **with less clicks**, and provide more immediate access. The functionality, the layout, the aesthetics- it's all in the service of creating a positive interaction for our clients.

Quick Click Buttons allow users the opportunity to easily conduct searches based on New Listings, Recently Reduced, Communities & Neighborhoods, even available Lake Homes. Our site also includes all area realtor open houses.

Search Filters from the main navigation bar allow users the opportunity to conduct searches based on property type, price range, bedrooms/bathrooms, property features, school district, acreage, and much more.

Saved Searches Once registered on Brinkoetter.com, users can save listing and create custom searches to receive immediate notification when a new listing matching your criteria hits the market

Explore Our Listings to discover the sophistication, technology, and innovation embedded in every home we represent. Each Brinkoetter listing highlights our in-house services, featuring Drone Footage, HDR Photography, Interactive Floorplans, Listing Videos, and 360° 3D Virtual Tours providing you with a distinctive and immersive experience while browsing homes online.

**One click, one client,
one community at a time.**

FINDING YOUR HOME IS JUST THE BEGINNING



• UNDERSTANDING MONEY TERMINOLOGY •

EARNEST MONEY is a deposit made by the buyer to the seller at the time the offer is made to demonstrate the buyer's interest in the property. Assuming the buyer does not cancel the contract, the money is applied to the down payment at closing. Although the amount of earnest money offered is negotiable, 1% is common in our area.

DOWN PAYMENT is the required amount to complete the loan. Down payments typically range from 3-20% of the overall purchase price, but this amount varies based on the buyer's loan program. Your lender can help you find the right loan for you.

CLOSING COSTS are additional fees you pay at closing in addition to the down payment. These fees are typically 2-5% of the overall purchase price, but many variables impact closing costs so buyer's should always consult their lender and Realtor to obtain a closing cost estimate before signing a contract.

INSPECTIONS are optional and an additional out-of-pocket expense paid at the time of the inspection. Your Realtor can advise on inspection options available.

BEFORE THE CONTRACT

GET PRE-APPROVED

Taking this essential initial step is crucial in determining your home shopping price range. It's important to note that not all lenders are created equal, and the choice of a trusted local lender is as vital as selecting a great Realtor. A reliable lender can contribute to a seamless home buying experience and may even play a role in negotiations. Your Realtor can offer recommendations for reputable local lenders.

KNOW YOUR NUMBERS

Being approved for a specific price range doesn't automatically mean you can comfortably afford it. Prior to embarking on your home shopping journey, engage in discussions with both your lender and Realtor to calculate your estimated mortgage payment, closing costs, and the required down payment at closing. Ensure you also factor in budgeting for home inspections and moving expenses.

FIND YOUR HOME & MAKE AN OFFER

Once you've identified a potential home, your Realtor will guide you through the various options available, including inspections, home warranties, and contingencies, ensuring that you are well-informed and protected.

NEGOTIATIONS

Rely on your Realtor to establish the fair-market value range, preventing you from overpaying on your next home. Your Realtor is here to help guide you while negotiating the price and terms on your future home.

CONTRACT TO CLOSING

ACCEPTED OFFER

Congratulations on the acceptance of your offer by the seller! Your Realtor will now serve as your transaction coordinator, overseeing all communication and paperwork with the sellers, lender, title company, appraiser, inspectors, and attorney. Rest assured, your Realtor will expertly guide you through meeting contract deadlines, ensuring a seamless and timely closing on your new home.

INSPECTIONS

Your Realtor not only coordinates all inspections on your behalf but also negotiates any necessary repairs.

TITLE WORK

Title policies are a critical milestone in every real estate transaction and require careful review. Your Realtor will ensure that the title work is clear and ready for you to take ownership.

COORDINATION WITH LENDER

From the loan application to appraisals, your Realtor works closely with your lender to guarantee a smooth process that closes on time.

HANDLING ALL CLOSING DETAILS

Your Realtor takes care of every closing detail, from reviewing the documents to facilitating wire transfers, providing utility transfer information, and being by your side as you sign the deed. They are committed to ensuring a smooth process for you until the very end.

OUR SERVICE GOES BEYOND THE CLOSE

At Brinkoetter Realtors our commitment to you extends far beyond the closing table. We believe in being your trusted resource for all things real estate. Whether you have questions about home maintenance, want advice on property investments, or need recommendations for local contractors, our agents are here to support you every step of the way. We're not just your real estate agents; we're your partners in homeownership.

THE CONSUMER'S GUIDE TO REAL ESTATE AGENCY IN ILLINOIS

Understanding Agency Relationships in Real Estate Transactions

Agency

- ▶ A legal framework that allows a person to act through a representative
- ▶ Common examples include:
 - An attorney representing you in a business transaction
 - A stockbroker buying and selling investments on your behalf
 - A real estate broker assisting you in buying, selling or leasing real estate
- ▶ Under the Act, your real estate agent will owe you certain statutory duties that are similar to fiduciary agency duties

Designated Agency in Illinois Real Estate Transactions

- ▶ An arrangement where one or more agents from a real estate brokerage company are appointed as your legal/designated agent
- ▶ You will be presumed to be represented by the real estate agent you are working with unless you have a written agreement otherwise
- ▶ Other associates in the brokerage firm may be designated agents for other buyers or sellers and may be the legal agent of the opposite
- ▶ Even though your brokerage agreement will be with the real estate brokerage company, you will have a designated agent(s) to act on your behalf

Designated Agency Duties Under the Act

- ▶ Perform according to the terms of your agency agreement
- ▶ Promote your best interests as follows:
 - Seeking a transaction that meets the terms of your agency agreement or that is otherwise acceptable to you
 - Presenting all offers to you and from you unless you direct your agent otherwise
 - Disclosing material facts about the transaction that the agent actually knows about and the information is not confidential to someone else.
NOTE: Material facts typically will not include information related to property that is not the

subject of the transaction, that is a fact situation not related to the subject property or occurrences related to the subject property

- Accounting for all money/property received from you or for your benefit
 - Obeying your lawful instructions
 - Promoting your best interests above the agent's or someone else's best interests
- ▶ Exercise reasonable skill and care in performing brokerage services
 - ▶ Keeping your confidential information confidential
 - ▶ Complying with the Act and other laws that might apply, i.e. fair housing and civil rights statutes

Not Violations of Agency Duties

- ▶ Showing the same or similar properties to more than one interested buyer or tenant client
- ▶ Being compensated a higher fee if the purchase/lease price is higher
- ▶ Providing false information to you if the false information was given to the agent by a customer and the agent did not know the information was false

Required Agency Disclosure Under the Act

- ▶ No later than entering a brokerage agreement (can be an oral agreement), you must be advised of the following from the brokerage company
 - That a designated agency relationship exists
 - The name of your designated agent(s) in writing
 - What the brokerage company will be paid and the company's policy regarding payment to other brokerage companies that might be involved in your transaction

Disclosed Dual Agency

- ▶ Sometimes a designated agent can represent both you and the opposite party in the transaction in a limited role
- ▶ Before doing so, the agent must have the informed written consent of the parties
- ▶ If your designated agent might act as a dual agent, he/she should talk to you about the potential for dual agency and give you a disclosure form entitled *Disclosure and Consent to Dual Agency* for your review

- You will see that the agent's role becomes limited when you have dual agency
- You are under no obligation to consent to disclosed dual agency

► If you do consent, you must sign the disclosure form before the agent acts as a disclosed dual agent. Sometimes, this language will be included in your written brokerage agreement.

► You will be asked to sign a confirmation of your consent to dual agency no later than when you sign a purchase or lease contract.

Treatment of Customers as Opposed to Clients

► Sometimes someone on the opposite side of your transaction will not be represented by a real estate agent, in which case your agent will give that party a notice that tells that person the agent represents you only.

- This notice might be called a Notice of No Agency Relationship.
- It will allow the agent to do certain clerical or ministerial acts for that party for your benefit.
- Some examples of ministerial acts might include:
 - Talking to an inquiring consumer about availability and pricing of brokerage services.
 - Responding to phone calls from a consumer about price or location of a property.
 - Setting an appointment to view a property.
 - Completing business or factual information on a contract for the consumer but on your behalf.

► If you are a customer and not a client, you should receive a *Notice of No Agency Relationship*. You should not disclose anything to the agent who is treating you as a customer that would be confidential to you, i.e.

anything that might hinder your bargaining position, or anything you would not want the opposing party to know and that is not otherwise published.

Exclusive Brokerage Agreements

► Sometimes, your agent will ask you to sign an exclusive brokerage agreement.

- This means that you are agreeing to work only with the real estate brokerage company and designated agent(s) named in the agreement to the exclusion of other real estate firms and agents.

► If you are the seller, the contract will likely be called an *Exclusive Right to Sell* or an *Exclusive Agency Agreement* (also sometimes called an *Exclusive Seller Representation Agreement*).

► If you are the buyer, the contract will likely be called an *Exclusive Right to Acquire*, *Exclusive Right to Purchase* or *Exclusive Buyer Agency Agreement* (sometimes called an *Exclusive Buyer Representation Agreement*).

► Under an exclusive brokerage agreement, the designated agent(s) is required by the Act to provide certain minimum services. These services generally include:

- Accepting and presenting offers and counteroffers.
- Assisting you in the preparation of offers, counteroffers etc., and
- Answering your questions related to negotiations in a real estate transaction.

This information is being provided in accordance with the Illinois Real Estate License Act of 2000 (the Act) to help you be more informed in the buying, selling or leasing of real estate. In whatever manner you choose to be represented, the goal is generally the same. The real estate licensee is trying to assist you in the sale, purchase or lease of real estate on the terms acceptable to all parties. For additional information, contact the Illinois Department of Financial and Professional Regulation Real Estate Division at 888-473-4858.

CONNECT.

COMMITMENT.

COMMUNITY.

BRINKOETTER.COM



CONTACT US

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