BUYER *handbook*

Your guide to *home.*

Karampelas & Executives

about us...

We’re the Karampelas & Executives team - a close knit group built on experience, trust, and a genuine love for what we do. Founded almost two decades ago, our award winning team has grown into one of the top performing MaxWell teams in Canada, something we are incredibly proud of.

Through every kind of market, we’ve learned that real estate is more than a transaction - it’s about timing, trust, and finding the right fit. It’s matchmaking at its core.

As born and raised Edmontonians, we know this city beyond the stats - we live, breathe, and understand the heartbeat of every neighbourhood, every detail that makes a house feel like home. From first time buyers to seasoned investors, relocations to renovations, downsizing to upsizing, we’ve guided clients through every stage with confidence and clarity.

What truly sets us apart is how we show up - for each other and for our clients. We operate as a team in the truest sense, combining our strengths, insights, and experience to ensure nothing is missed and every detail is handled with care.

Our goal is simple: to make your experience feel seamless, strategic, and fully supported - while delivering results that speak for themselves. We’re here to connect the real estate dots for you with your best interest at the centre of every decision, and make the process feel as good as the outcome.

Chris, Jenn. & Jasmine

CALL THE KARAMPELAS & EXECUTIVES TEAM

Licensed REALTORS®
Maxwell Polaris

BUYERS ROADMAP

01

Get Pre-Approved

Meet with a lender to find the right mortgage.

Share pre-approval letter with an Agent.

02

Find YOUR Agent

We are local market experts and will work within your budget and wish list.

03

Find your home

We will find you suitable options and set up showings for you to view.

04

Offer

When you find your dream home, we will submit an offer and negotiate the terms of the contract.

05

Financing

A mortgage professional will determine if the home is worth the price you agreed. A lender cannot lend out more than a home is worth.

06

Inspections

Complete inspections on the home with a professional. We will negotiate any repairs before removing conditions.

07

Condition Removal

Confirm repairs are agreed upon and financing is in place.

08

Closing

Sign and review all closing documents with your lawyer, then funds transfer day of, and you receive your key!

YOU'RE HOME

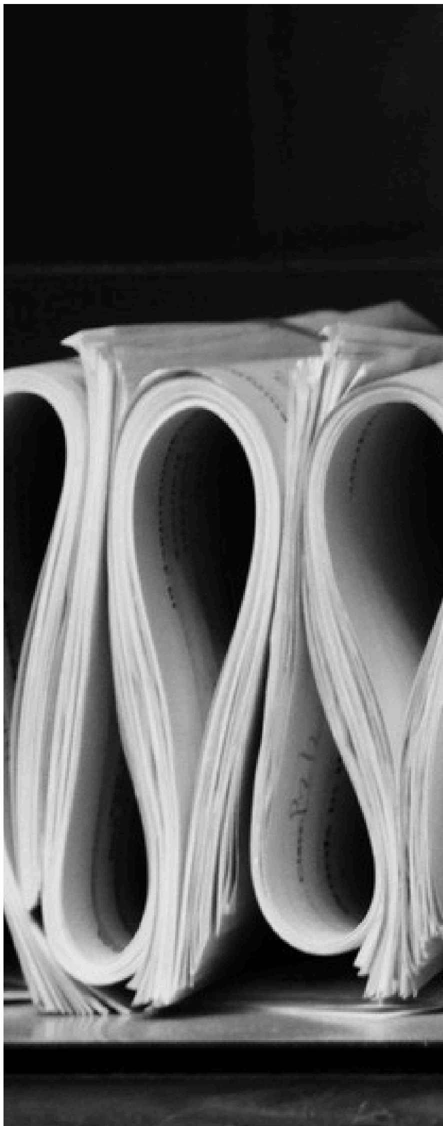
Step 01 PREPARTION

Before you start your home search, it's important to get a clear picture of your finances and what you can comfortably afford. If you're not purchasing with cash, getting pre-approved with a mortgage lender is a key first step to understand your budget and move forward with confidence.

SAVE FOR A DOWN PAYMENT

If the purchase price is:

- Less than $500,000 the minimum down payment is 5%
- Between $500,000-$1,500,000 the minimum down payment is 5% of the first $500,000 and 10% for any amount over $500,000
- $1,500,000 or more the minium down payment is 20%



CHOOSE A LENDER

This is the first step when buying a home which will let you know your budget. Contact your bank or mortgage broker for a pre-approval letter and rate hold.

CHECKLIST

MORTGAGE DOCUMENT CHECKLIST

INCOME / EMPLOYMENT

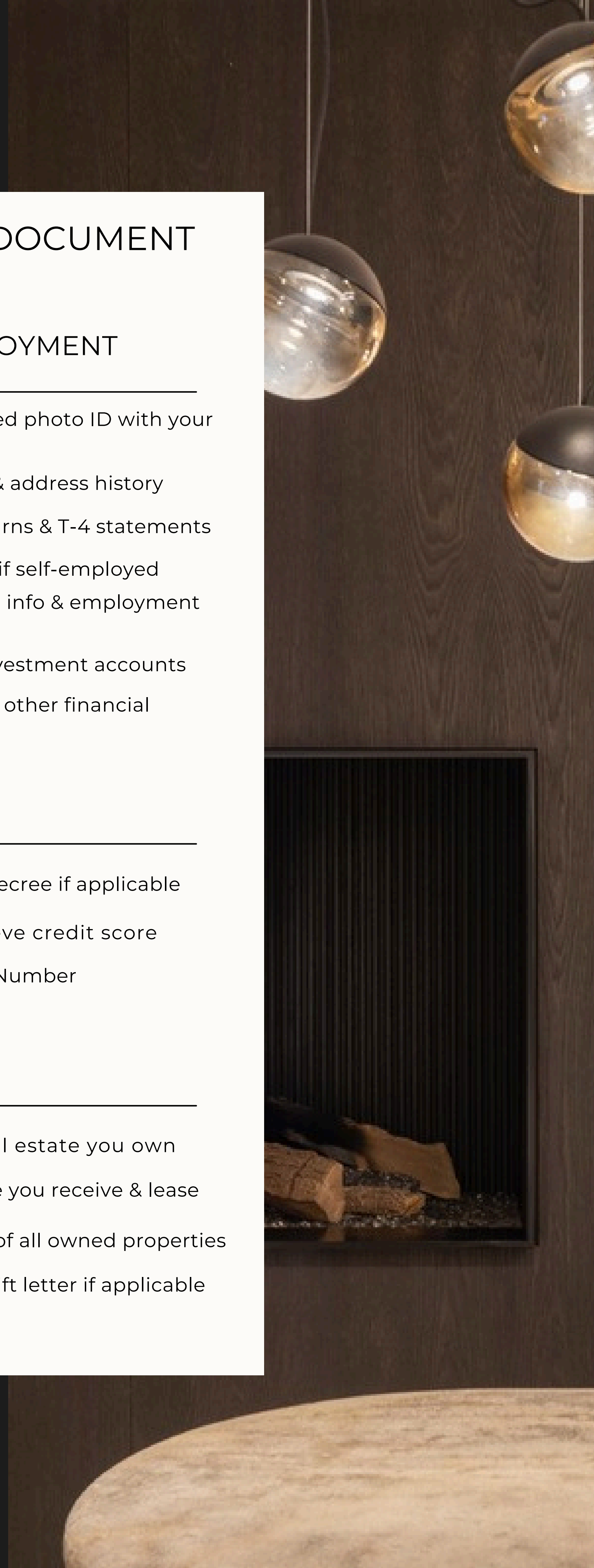
- ○ Government issued photo ID with your current address
- ○ Proof of address & address history
- ○ Paystubs, tax returns & T-4 statements
- ○ Business records if self-employed
- ○ Employer contact info & employment history
- ○ Any savings or investment accounts
- ○ Details of debts & other financial obligations

CREDIT

- ○ Copy of divorce decree if applicable
- ○ Lender will retrieve credit score
- ○ Social Insurance Number

ASSETS

- ○ Details of any real estate you own
- ○ Any rental income you receive & lease
- ○ Tax assessments of all owned properties
- ○ Down payment gift letter if applicable



Step 02 CHOOSING THE RIGHT AGENT

KNOW WHO IS WORKING FOR YOU

Your goal is to find a home that meets your needs and budget. As your agents, it’s our goal to make that happen. Choosing the right agent is one of the most important steps in your home buying journey, it’s about having someone in your corner who truly understands your goals and knows how to guide you there. As your REALTORS®, we advocate for you every step of the way, from setting up a tailored home search and sharing off market opportunities, to navigating showings, negotiations, and contracts with clarity and confidence. With expert knowledge of the market, neighbourhoods, and potential costs, our goal is to make the process feel informed, seamless, and fully supported - so you always know exactly what you’re walking into.

Step 03

FIND YOUR HOME

KNOW WHAT YOU ARE LOOKING FOR

Finding the right home starts with understanding what matters most to you. Together, we'll narrow down your priorities and refine your search so you're not just seeing homes, you're seeing the *right* homes.

- Location: Preferred neighbourhoods, proximity to work, schools, shopping, and transit
- Size & layout: Square footage, number of bedrooms and bathrooms, yard space, and overall functionality
- Lifestyle: Nearby amenities, recreation, walkability, and the kind of day to day living you want to enjoy
- Home type: detached, semi-detached, duplex, acreage, condo, apartment

As we tour homes, you'll start to separate your "must-haves" from your "nice-to-haves," and that's where the process really comes together. Our role is to guide you through each option, point out things you may not notice, and help you recognize when a home truly feels like the right fit.

Step 04 MAKE AN OFFER

Once you've found the right home, it's time to put together a strong, thoughtful offer. This is where strategy matters, and we'll guide you through every step to make sure you feel confident in your decisions.

OFFER PRICE
This is the price you're willing to pay for the home. We'll provide a detailed Comparable Market Analysis (CMA) to help you understand what similar homes have sold for, taking into account upgrades, location, and overall value, so you're making an informed and competitive offer.

DEPOSIT
The deposit shows the seller you're serious about moving forward. It's typically around 1–2% of the purchase price and is applied toward your down payment once the sale is finalized.

CONDITIONS
Conditions protect you during the process. Common ones include financing, home inspection, and condo document review (if applicable). You'll typically have around 7–10 business days to complete these.

POSSESSION DATE
This is your move-in day. Most sellers look for a timeline of 30–60 days, but this can vary depending on the situation.

WHAT HAPPENS NEXT:
The seller can accept your offer, reject it, or come back with a counteroffer. If there's a counter, we'll help you navigate the negotiation to get you the best possible terms.

OFFER ACCEPTED
Once your offer is accepted, you'll sign the purchase agreement and your home is officially pending. Your deposit will be submitted to the listing brokerage's trust account and applied toward your down payment, bringing you one step closer to getting the keys.

Step 05 GET A HOME INSPECTION

Once your offer is accepted, the next step is completing your home inspection. We typically pre-book this and confirm it once we have the green light from your mortgage professional. A home inspection gives you a deeper understanding of the property and helps identify any potential issues. We'll coordinate with a trusted, professional inspector and walk through the findings together so you feel confident moving forward.

Depending on the home, there are a few additional inspections to consider:

- **Sewer scope** for older homes
- **Asbestos testing** for older homes
- **WETT inspection** for wood-burning fireplaces (often required for insurance)

Home inspections are an important part of the process, but more importantly, they're designed to flag issues that could impact the overall value or livability of the home. They provide a snapshot of the home's current condition so you know what you are signing up for, not a "to-do list" for the seller.

Inspections are usually 1-3 hours, and they are an investment, typically starting around $500 + GST, and sometimes more with additional services, but when you're making such a significant purchase, they offer valuable peace of mind.

If any major concerns do come up, this is our opportunity to negotiate. We can request repairs, credits, or adjustments to the purchase price, especially for more significant or costly items. At the same time, it's important to keep perspective and not get caught up in minor wear and tear. Our role is to help you understand what's typical, what's worth addressing, and how to move forward with confidence.

Step 06 SECURING YOUR FINANCING & FINAL CHECKS

As you move through the condition period, there are a few key steps happening behind the scenes to make sure everything is aligned before moving to a firm sale.

TITLE SEARCH
A title search is completed to confirm that the seller has the legal right to sell the property and that there are no issues tied to the title (such as liens or claims) that could affect your ownership. This ensures you can take possession of the home with confidence.

APPRAISAL
Most lenders require an appraisal to confirm the home's value supports the purchase price. While this protects the lender, it also protects you from overpaying. The lender will typically arrange this, and the cost is either included in your closing costs or paid upfront, your mortgage professional will guide you through this.

FINAL MORTGAGE APPROVAL
Once your financing, appraisal, and any remaining financing conditions are satisfied, your lender will issue a final commitment. This outlines your approved mortgage terms, interest rate, and any final requirements before closing.

At this stage, everything is coming together, your financing is secured, due diligence is complete, and you're one step closer to officially calling the home yours.

PROTECTING YOUR MORTGAGE APPROVAL

Once you're pre-approved and moving toward closing, it's important to keep your financial situation as stable as possible. Your lender approved you based on a specific snapshot of your finances - any major changes can impact that approval.

HERE'S HOW TO STAY ON TRACK:

- **Avoid Large Purchases**
  - Even if you're pre-approved, hold off on big purchases that require financing - like a car, furniture, or new loans - until after closing. Yes... this includes that "just browsing" car dealership visit.
- **Do Not Open New Credit**
  - Avoid applying for new credit cards, increasing limits, or taking on additional debt without speaking to your lender first. These changes can affect your approval.
- **Maintain Your Credit**
  - Keep all payments on time and avoid missing any bills. Even small changes to your credit can have an impact during this stage.
- **Be Mindful of Large Transfers**
  - Large or unexplained deposits and transfers can raise red flags with lenders. If you're moving money around, make sure it's documented and discussed with your mortgage professional.
- **Keep Your Employment Stable**
  - Your approval is based on your current income. Changing jobs or employment status before closing can put your mortgage at risk.

At this stage, the goal is simple: **no surprises.** Keep everything consistent, and you'll set yourself up for a smooth, stress free closing.

Step 07

BEYOND THE UNIT

CONDO DOCUMENT REVIEW

If you're purchasing a condo, a condo document review is an important part of your due diligence during the condition period.

These documents provide insight into the financial health of the building, including the reserve fund, bylaws, insurance coverage, and any upcoming repairs or potential special assessments.

While you'll receive a full copy of these documents, they can be detailed and technical. A professional condo document reviewer is trained to analyze these reports thoroughly, identifying any red flags or concerns that could impact your ownership experience or future costs.

Although your REALTOR® and lawyer are there to guide you through the process, a condo document reviewer offers a specialized, in depth review of this specific area of the purchase process. This ensures nothing is overlooked and gives you a clear, unbiased understanding of the building's overall condition and stability.

At this stage, it's all about making informed decisions, so you can move forward with confidence, knowing exactly what you're buying into.

Step 08

PRE-CLOSING

You're almost there! This stage is all about tying everything together before possession day. One of the most important parts of this step is working with a real estate lawyer to make sure everything is handled properly and your interests are protected.

WHY YOU NEED A LAWYER

Buying a home is one of the biggest financial decisions you'll make, and your lawyer plays a key role in ensuring everything is legally sound. They bring the expertise needed to review documents, handle funds, and guide you through the final steps with ease.

YOUR LAWYER WILL:

- Review all legal documents related to your purchase, including the purchase agreement, mortgage documents, title, and (if applicable) condo documents. They ensure everything is accurate and in your best interest.
- They confirm clear title, review any liens or encumbrances, and ensure property taxes, adjustments, and all financial figures are accurate before closing.
- Provide legal guidance, your lawyer is there to answer questions, explain what you're signing, and make sure you fully understand everything before moving forward.

WHAT TO EXPECT DURING PRE-CLOSING:

- **Signing Appointment**
  - You'll meet with your lawyer to sign all final documents, including your mortgage and title transfer paperwork.
- **Home Insurance**
  - You'll need to secure home insurance before closing - this is required by your lender.
- **Final Preparations**
  - It's time to get ready for your move! Book your movers, start packing, and we're always happy to share trusted recommendations.

This stage is all about making sure every detail is in place, so when possession day comes, everything runs smoothly and stress free.

FINAL DETAILS

THE HOME STRETCH

LAWYER APPOINTMENT CHECKLIST

- Valid government issued photo ID with your current address
- Any outstanding documents requested by your lender or lawyer

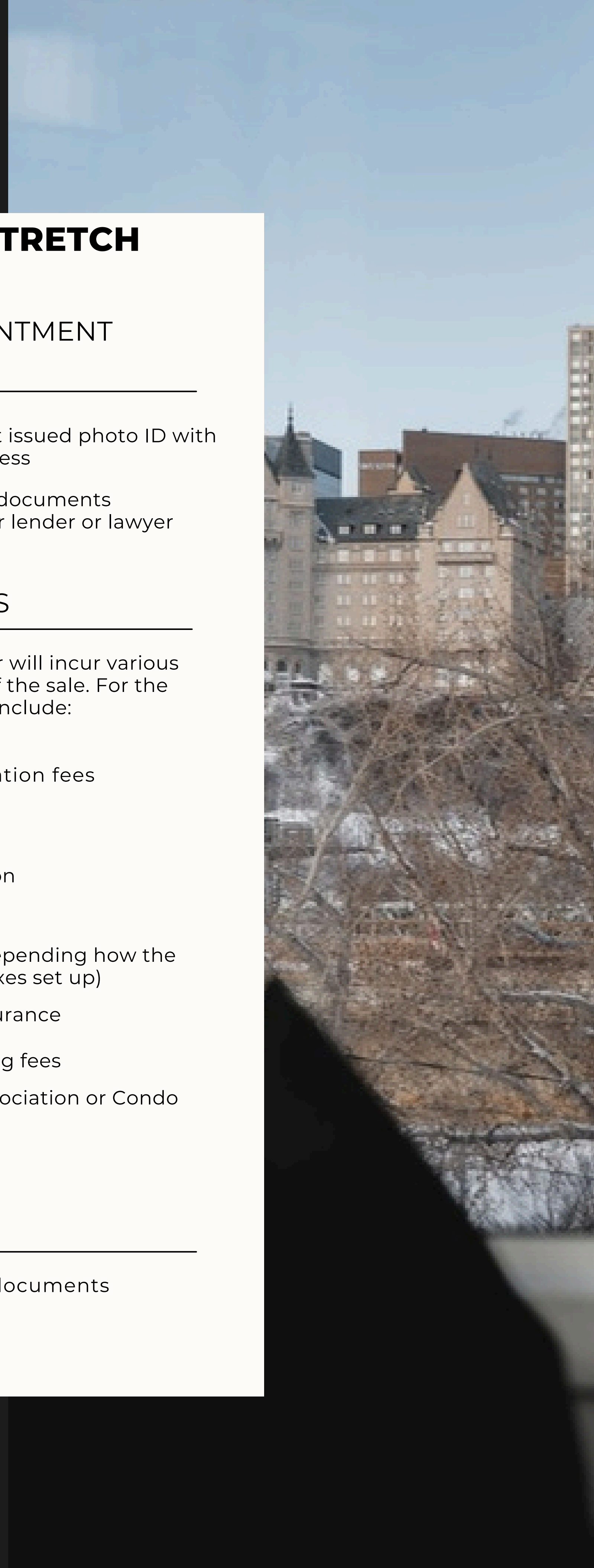
FINAL NUMBERS

Both the buyer & seller will incur various fees over the course of the sale. For the buyer, these typically include:

- Mortgage application fees
- Underwriting fees
- Property inspection
- Title insurance
- Property taxes (depending how the seller had their taxes set up)
- Homeowner’s insurance
- Notary or recording fees
- Home owner’s association or Condo fees, if applicable

AFTER CLOSING

- Keep all of your documents



Step 09 CLOSING DAY

Final To-Do's Before Closing:

- Book Your Movers
- Arrange your moving truck or company in advance, but plan for the day after possession, just in case.
- Set Up Home Insurance
    - This is required by your lender and must be in place before closing.
- Arrange Utilities
    - Set up electricity, gas, water, and any other services so everything is ready when you move in.
    - Set up any service connection appointments, like internet for example, for at least the day after possession, just in case.
- Update Your Address
    - Notify the post office, banks, subscriptions, and any important contacts of your new address.

Key Release:

- On possession day, both lawyers work behind the scenes to transfer funds and officially close the transaction. Once everything is confirmed, we'll get the call - and then we call you.

- Keys are typically released between 12:00 - 4:00 PM to your REALTOR®, who will coordinate getting them into your hands. Occasionally, delays can happen, which is why we always recommend scheduling movers or deliveries for the following day.

And just like that... it's yours!

Congratulations!

YOU ARE OFFICIALLY A HOMEOWNER

Buying a home is a major milestone, and one you should be incredibly proud of.

As your real estate team, your best interests have been at the heart of everything we do. From the first conversation to the moment you get your keys, our goal has always been to guide you with clarity, care, and confidence so you can have the best possible experience.

This isn’t just about a transaction, it’s about the start of your next chapter. The memories you’ll create, the routines you’ll build, and the life that will unfold within these walls.

We’re so grateful to have been part of your journey, and we’re always here for you, whether it’s a question, a recommendation, or your next move down the road.

Welcome home ♥

Moving Checklist

ADVANCED PREP

- CREATE A BUDGET FOR THE MOVE
- DECLUTTER AND CLEAN
- BOOK TIME OFF WORK
- BOOK CHILDCARE FOR MOVE
- BOOK MOVING TRUCK
- DONATE UNWANTED ITEMS
- MAKE INVENTORY OF YOUR ITEMS
- TRANSFER PRESCRIPTION RECORDS
- REGISTER AT NEW SCHOOLS
- TAKE CUTTINGS FROM PLANTS
- MEASURE FURNITURE
- USE UP PANTRY/FREEZER ITEMS
- DEFROST FREEZER
- LABEL BOXES BY ROOM + PRIORITY
- TAKE PHOTOS OF ELECTRONICS SETUP

NOTIFY OF MOVING

- UPDATE DRIVER'S LICENCE
- UPDATE VEHICLE REGISTRATION
- POST OFFICE
- EMPLOYER & PAYROLL
- TELEPHONE, INTERNET
- TAX & SOCIAL SECURITY
- BANK & CREDIT UNION
- DOCTOR
- DENTIST
- ATTORNEY
- SUBSCRIPTIONS
- HEALTH & DENTAL INSURANCE
- LIFE INSURANCE
- HOME & CAR INSURANCE
- FRIENDS & OVERSEAS FRIENDS

'OPEN FIRST' BOX

- CLEANING SUPPLIES
- PHONE CHARGERS
- TOOLS (KNIFE, SCISSORS)
- LIGHTBULBS
- CHILDRENS TOYS
- COFFEE, TEA, SNACKS
- REMOTE CONTROL
- GARBAGE BAGS
- HANDSOAP
- SHOWER CURTAIN

PACK OVERNIGHT BAG

- PYJAMAS & CLEAN CLOTHES
- TOOTHBRUSH & TOILETRIES
- TOILETPAPER
- MEDICATION
- PET FOOD
- TOWELS
- IMPORTANT DOCUMENTS
- CASH & VALUABLES

MOVING DAY

- CHECK PHONE ISN'T ON SILENT
- BE AVAILABLE FOR MOVERS ARRIVAL
- ORGANIZE CHILDCARE
- PUT PETS SOMEWHERE SECURE
- PROTECT PHONES AND CARPETS
- MAKE SURE BOXES ARE LABELLED
- FINAL CLEAN & REMOVE TRASH
- DO FINAL WALKTHROUGH + CHECK APPLIANCES
- CONFIRM KEYS, FOBS, GARAGE REMOTES RECEIVED

The TEAM

CHRIS KAREMPELAS

Team Lead & REALTOR®

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@ckarampelas

With two decades in the industry, Chris has become a trusted name in Edmonton real estate, working across both residential and commercial markets.

Known for his down to earth approach, sharp negotiation skills, and genuine passion for the industry, he brings a high level of expertise to every transaction while ensuring clients feel confident and supported throughout the process.

From new construction to resale, investments, and commercial ventures, Chris offers a well rounded perspective backed by a strong network of clients, builders, and investors.

Above all, Chris is committed to building lasting relationships and delivering results that go beyond expectations.

JENN KITZAN MOHAMMED

Team Lead & REALTOR®

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Jenn brings over 10 years of real estate experience, backed by a background in luxury retail and business management.

Known for her keen eye for design and staging, she knows how to ensure every detail is thoughtfully considered. She also works closely with investors, offering strategic insight to maximize value.

Whether you're a first time buyer, seasoned buyer, seller, or investor, Jenn delivers a polished, detail driven experience, guiding clients with care from start to finish.

Outside of real estate, Jenn is passionate about giving back, supporting organizations like SCARS, Little Warriors, and CAMTA. She values time with family, friends, and her pets, bringing that same warmth into every client experience.

JASMINE ROTH

REALTOR®

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@jasminerothrealtor

Jasmine brings nearly a decade of real estate experience, with a background in hospitality and business management that shapes her focus on relationships, communication, and negotiation.

Known for her positive energy and thoughtful approach, she's passionate about creating a smooth, stress free experience while ensuring every detail is handled with care. With an eye for design, she also knows how to present homes to stand out.

From new builds to resale and investment properties, whether you're a first time home buyer or seller, Jasmine guides each client with a down to earth approach.

Outside of real estate, she enjoys time with loved ones, supporting local businesses, and staying connected to her community.

Frequently Asked Questions

1. What’s the difference between a deposit and a down payment?
Your deposit is part of your total down payment. It’s submitted with your offer as a sign of good faith and held in trust while you complete your due diligence. Once conditions are removed, that deposit is applied toward your down payment.

2. How much of a deposit do I need?
Deposits vary depending on the price of the home and possession timeline. Higher priced homes or longer possession dates often require larger deposits. In competitive situations, a stronger deposit can help make your offer more appealing.

3. How much does a home inspection cost?
Inspection costs vary based on the size and type of property.
As a general range:
• Condos: $400–$500
• Single-family homes: $600–$800
Time-wise, expect about 1–3 hours depending on the property.

4. What does “pending” mean?
“Pending” means a home has an accepted offer with conditions in place. The buyer is completing steps like financing or inspection before the deal becomes firm.

5. What does “subject to sale” mean?
This means a buyer has made an offer conditional on selling their current home. Sellers can still accept other offers, and the original buyer may be given a short window (often 24–72 hours) to remove their condition or step aside.

6. What is DOM / CDOM?
• DOM = Days on Market
• CDOM = Cumulative Days on Market (includes relists)

7. When do I provide my lawyer’s information?
Once your conditions are removed and the deal is firm, you’ll want to provide your lawyer’s information to your agent and mortgage broker as soon as possible.

Frequently Asked Questions

8. Pre-qualified vs. pre-approved—what's the difference?
Pre-qualification is a quick estimate of what you can afford. Pre-approval is more detailed, based on verified financials, and often includes a rate hold—giving you a clearer and more reliable budget.

9. Should I call the listing agent directly?
If you're already working with an agent, it's best to go through them. They represent your best interests and help protect your position—especially during negotiations.

10. How many homes will I need to see before finding "the one"?
It varies. Some people find the right home quickly, while others take more time. What matters most is how the home feels—when it's right, you'll know.

11. What are closing costs?
Closing costs can include legal fees, home inspection, appraisal, insurance, tax adjustments, and utility setup. Your agent and mortgage broker will help you prepare for these ahead of time.

12. When do I need home insurance?
Home insurance is typically arranged once conditions are removed and is required before possession. Your lender will need confirmation of coverage before closing.

13. Do I pay to work with a buyer's agent?
No—your agent's commission is typically paid by the seller.

14. How long does a seller have to respond to my offer?
Offers usually include a set deadline. If not, sellers are still expected to respond within a reasonable timeframe.

15. Why work with a real estate agent?
Your agent helps you find the right home, navigate the process, and avoid costly mistakes. They also give you access to opportunities and insights you may not find on your own.

16. Can I back out after my offer is accepted?
You can back out during the condition period. Once conditions are removed, the deal is firm and your deposit becomes non-refundable (unless there's a legal reason tied to the contract).

TRUSTED
VENDORS

MORTGAGES

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Experience the difference of a team that goes beyond the expected.

Karampelas & Executives

MaxWell
Polaris

HAPPY
house hunting