

New Homebuyer's Checklist



Built on Relationships

To help make your homebuying and homebuilding process as smooth as possible, provide all required paperwork and be mindful of specific milestones and orientations. Your sales counselor will work with you every step of the way and update you weekly on your status.

Step 1

- Complete purchase agreement.
- Turn in earnest money.

Step 2

Within three days of submitting your credit application to KBHS Home Loans, LLC®, you will receive your Initial Loan Estimate and a request for the following documentation:

- Past two years' W-2s.
- Two months of bank statements.
- 30 days' worth of most recent paycheck stubs.

Loan process begins once all documents are submitted.

- Sales and KBHS Home Loans weekly calls begin.

Step 3

- Loan authorization - Varies due to how quickly paperwork is provided and type of loan.
- Mortgage loan officer makes a welcome call and sends out a list of initial underwriting conditions.
- Pre-/Final Selections, virtual or in person at the KB Home Design Studio, scheduled by KB Home Design Studio.
- Permit application.
(Permit times vary by municipality.)

Step 4

- Construction starts.
- Pre-Construction Buyer Orientation with construction superintendent (virtual or in person at sales office).

- Municipality foundation inspection as required.
- Foundation poured.
- Construction weekly calls.

KB Home Quality Checkpoints 1 and 2.

Step 5

- List of conditions sent to you from your mortgage loan officer for final loan approval.
- Frame Start-plumbing, air conditioning and electrical rough-in.
- Loan Conditions update.
- Gather Conditions requested by mortgage loan officer.

KB Home Quality Checkpoints 3-6.

Step 6

- Pre-Drywall Orientation with construction superintendent at your homesite.
- Finish out: sheetrock, paint, countertops, cabinets, flooring, etc.
- Lock interest rate with mortgage loan officer.

Final Home Inspections

- KB Home Quality Checks.
- Third-party sewer video.
- ENERGY STAR® inspection.
- City final inspections.

KB Home Quality Checkpoints 7-10.

- Schedule your Homeowner Orientation.

Continued on Page 2

Buyer 1 Initials: _____ Buyer 2 Initials: _____

Step 7

Homeowner Orientation

- Demonstration of operations and maintenance of your home with construction superintendent or c/s rep.
- Schedule for Construction Sign-Off of items needing correction and review of home warranty.
- Schedule closing time with title company.

Closing Appointment

- Wire funds or provide cashier's check to close. A valid government-issued photo ID is required for all parties on the purchase agreement.



Congratulations

It's time to get the keys to your brand new KB home!

Buyer 1 Signature

Buyer 2 Signature

Post-Closing Follow-Ups

10- to 30-Day	New-home warranty and maintenance review Customer Service maintenance review
30-Day	Customer Service Satisfaction Survey performed
6-Month	Customer Service maintenance review
10-Month	Customer Service maintenance review
11-Month	Customer Service Satisfaction Survey performed
18-Month	Customer Service maintenance review

Your KB Home Contacts:

Name

Address

Community

Sales Counselor

Construction Superintendent

Phone Number

Date

888-KB-HOMES | kbhome.com

Broker Cooperation Welcome. ©2022 KB Home (KBH). Please see your purchase agreement and sales counselor for significant dates, deadlines, terms and conditions. Additional information and documentation will be required. All construction, closing and customer service time frames, dates and information in this brochure are: for buyer's general information, estimates only, not guaranteed, not modifications to the purchase agreement and subject to change without notice. Actual build times may vary. The closing date and/or move-in date will be determined by seller upon or near completion of the property. ENERGY STAR® and the ENERGY STAR mark are registered U.S. trademarks. KB Home reserves the right to change or discontinue features, options, products, materials and suppliers at any time without notice. Nothing herein shall be deemed an irrevocable guarantee or commitment that the home will be built with specific products or with products from any specific manufacturers. See sales counselor for details. KB Home Sales-Southern California Inc. (CA Real Estate License 00242327). SCO-485953

This is not a commitment to lend. Program restrictions apply. KBHS Home Loans, LLC® is a Delaware Limited Liability Company headquartered at 300 E. Royal Ln., Ste. 250, Irving, TX 75039 (855) 378-6625. Company NMLS #1542802 (www.nmlsconsumeraccess.org). Licensed by the Department of Business Oversight under the California Finance Lenders Law #60DBO67717 and California Residential Mortgage Lending Act RMLA#41DBO67718. Contact a KBHS Home Loans, LLC representative to learn more. KBHS Home Loans, LLC is an authorized FHA loan lender. KBHS Home Loans, LLC offers many loan products. KBHS Home Loans, LLC and KB Home are affiliated companies. Equal Housing Lender. This information is accurate as of 2/22/22. ©2021 KBHS Home Loans, LLC. All rights reserved.

