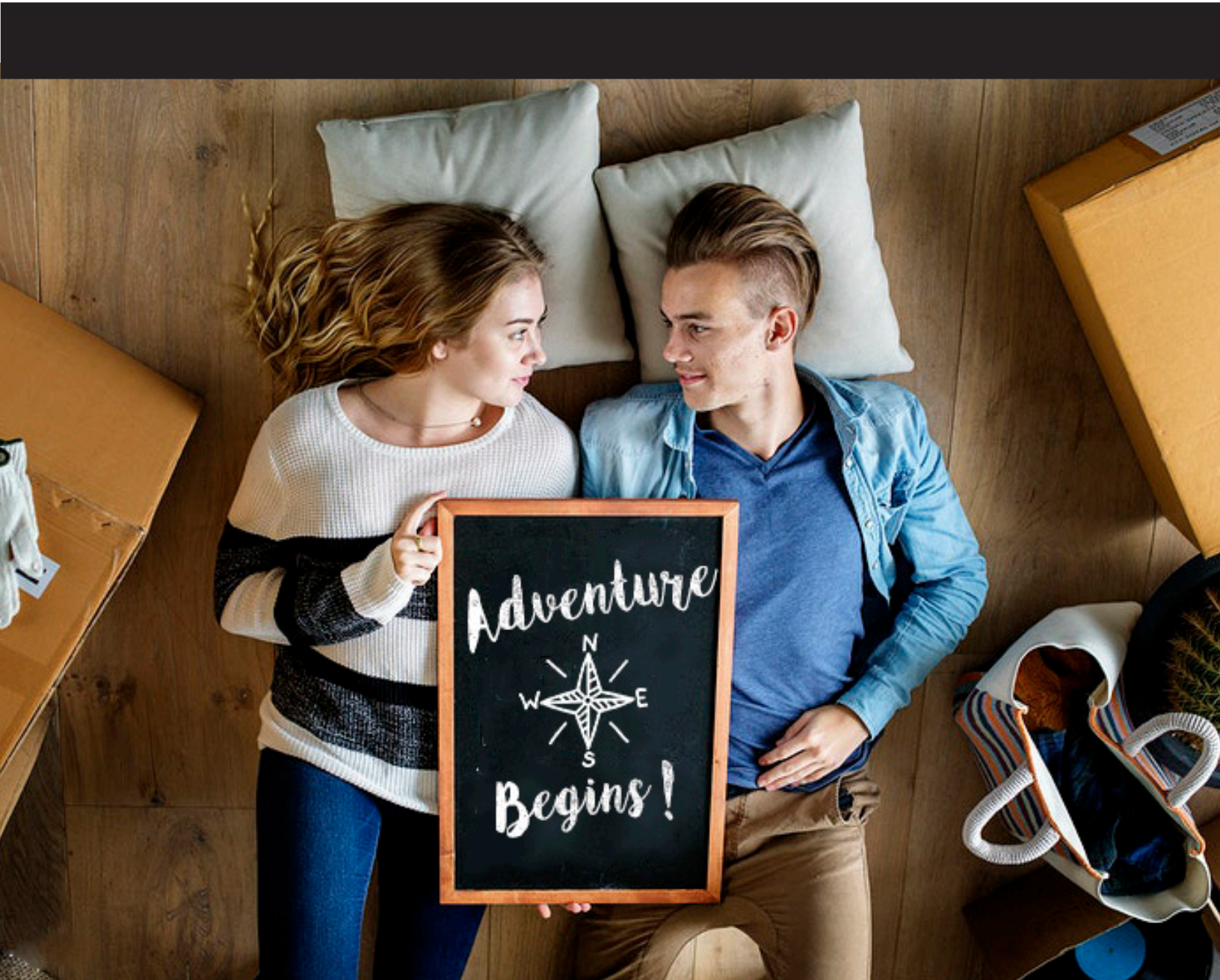


Center City Listings

REAL ESTATE



Settlement Kit

Recommended Vendors

Our 20 years in the business have taught us that not all real estate service companies are the same. Here at Center City Listings we strive to offer our clients service that goes above and beyond, and we've chosen vendors who will do the same.



Home Inspector

Chilmark Home Inspection
chilmarkhomeinspections.net
Matt Brown
Drew Sweeny
215-240-7072



Movers

Mambo Movers
mambomovers.com
215-670-9535



Mortgage Company

Center City Mortgage & Investments
centercitymortgage.alliedmg.com
Michael Gliottone
215-360-8890



Architecture & Design

Canno Design
cannodesign.com
215-977-7075



Title Company

Great American Abstract
greatamericanabstract.com
Bernadette Alessi
215-315-3766 x212

Exterminator

Absolute Exterminating Co.
Frank Dabbundo Jr.
215-271-6544



Insurance Company

GCA/Center City Insurance
gcarisk.com
Chris Coyne
215-467-7231

Utilities

About two weeks before you settle, you'll want to make sure the utilities will be transferred into your name. Here are the numbers you'll need to know.



Electric

PECO
peco.com
800-494-4000



Gas

PGW
pgworks.com
215-235-2050



Internet/Cable TV/Landline

Comcast/Xfinity
xfinity.com
800-934-6489

Settlement Timeline

30 DAYS AFTER OFFER

Date: _____

Within 30 days of acceptance your mortgage company should provide:

- **Your mortgage commitment** Completed: _____
- **Your property appraisal** Completed: _____
 - Home Inspection

You should:

- **Designate a Homeowners Insurance company** Completed: _____

SETTLEMENT DAY

You made it! The house is yours!

Date: _____

OFFER ACCEPTED

Congrats! The offer you made was accepted!

Date: _____

5-10 DAYS AFTER OFFER

Date: _____

Within 5-10 days of acceptance you should:

- **Put down your Second Deposit** Completed: _____
- **Schedule and complete your** Completed: _____
 - Home Inspection
 - Termite Inspection
 - Radon Inspection
 - Lead Inspection

- **Submit your Mortgage Application** Completed: _____
- **Request your Title Report** Completed: _____
- **Request Condo Documents** Completed: _____

- The condo board must make them available to you 25 days before settlement
- Once you receive them, you'll have 5 days to review them, 15 days if your new home is New Construction or has been recently renovated

APPROACHING SETTLEMENT

Settlement Date: _____

2-3 Weeks prior to settlement you should:

- Transfer all utilities to your name Completed: _____

2-3 Days prior to settlement you should:

- Obtain a certified check to cover your closing costs Completed: _____

Settlement Day you should bring:

- Photo ID Completed: _____
- Certified Check Completed: _____
- Personal Check Completed: _____
- Proof of Homeowners Insurance Completed: _____

Thank you for choosing us as your partner during this exciting time!

Center City Listings has been recognized over 100 times as a leader in the Philadelphia region, but the most important feedback we can get on our success is from you.

If you have a moment during this busy time, please take a second and let us know how we did.

We hope we've exceeded your expectations for a Realtor, and if we've fallen short in some way, please don't hesitate to let us know. We'd love the chance to make it right.

Comments, compliments, or complaints, we want to hear them all. We're available 24/7 at concierge@centercitylistings.com or at 215-360-3236.

If you'd like to leave us a review, we can be found on Google, Facebook, Houzz, Angie's List, and Yelp.

Center City Listings

215-360-3236

728 S. Broad St.
Philadelphia, PA 19130

Center City Listings
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