



Your Home Purchase

LEGAL & PRACTICAL TO-DO LIST (ONTARIO)

This checklist will help prepare you for closing and moving into your new home. Your real estate lawyer will guide you through the process and advise if additional information is required.

LENNOX
& PENNEY

CAMBRIDGELAW.CA

WE CAN HELP.

administration@cambridgelaw.ca

 **+519-650-6000**



1. Putting in the offer (Before the Deal becomes Firm)

- Ensure you are satisfied with all conditions before waiving them.
- Discuss any concerns about title, zoning, or permitted use with your lawyer.
- Conditions (if applicable): Ensure financing, inspection, or other conditions are satisfied before the deal becomes firm.
- Condominiums: Have your lawyer review the status certificate, reserve fund study, and related documents.



2. Information Your Lawyer Needs (Once the Deal is Signed)

- Confirm whether the property will be owner-occupied or rented.
- Send the Agreement of Purchase and Sale to your lawyer as soon as it is signed.
- Provide the full legal names of all buyers exactly as shown on government ID (no initials).
- Provide each buyer's date of birth, marital status, and photo ID.



3. Ownership Registration (At Initial Lawyer Contact)

- If the property is to be co-owned with 2 or more people, decide whether ownership will be registered as:
 - **1) Joint Tenants** (ownership transfers automatically to surviving owner(s) on death); or
 - **2) Tenants in Common** (ownership shares pass through each owner's estate on death).



4. First-Time Home Buyer Status (At Initial Lawyer Contact)

- Confirm whether any purchaser qualifies as a first-time home buyer.
- Confirm whether any purchaser, or their spouse, has previously owned property anywhere in the world.



5. Mortgage Information (When Mortgage is Formally Approved)

- Provide your lender's name and your mortgage broker or bank representative's contact information.



6. Home Insurance (14 Days Before Closing)

- Arrange insurance effective on closing.
- Ensure the lender is listed as mortgagee/loss payee.
- Have the insurance binder sent directly to your lawyer before closing.



7. Utilities and Services (14 Days Before Closing)

- Set up hydro, gas, water, internet, television, and phone services.
- Transfer any rental contracts (water heater, water softener, etc.) into your name.
- Request meter readings for closing if possible.



8. Title Insurance (Before Closing)

- Your lawyer will arrange title insurance covering certain title, fraud, survey, and municipal risks.
- Confirm the insured owners match registered title.



9. Closing Funds (5–10 Days Before Closing)

- Your lawyer will advise the balance required to close.
- Funds are typically provided by certified cheque, bank draft, or wire transfer. Personal cheques are generally not accepted.



10. Signing Appointment (3–7 Days Before Closing)

- Attend your signing appointment with valid government-issued photo ID.
- Transactions with a mortgage require two pieces of ID.



11. Final Walkthrough Inspection (1–3 Days Before Closing)

- Inspect the property before closing, and confirm the condition of the property, included items, and all appliances remain as agreed between the parties.
- Advise your lawyer immediately of any issues.



12. Moving Day Expectations (Closing Day)

- Keys are usually available later in the day after closing completes.
- Access is commonly between 2:00 PM and 4:00 PM, but may be as late as 6:00 PM. Plan movers accordingly.

Do Not Stress:

Your lawyer will be able to walk you through all the above.

See **Post-Closing Checklist** on Reverse.

Post-Closing Checklist



Immediately After Closing (Days 1-7)

- Confirm utility accounts are active.
- Consider changing or reprogramming locks.
- Update the tax account with the municipality.



Within 30 Days After Closing

- Update your address with banks, employer, CRA, insurers, and service providers.
- Update your driver's licence and vehicle registration if required.
- Store all closing documents safely.



Within 1-3 Months After Closing

- Review or update your Will and Estate plan if appropriate.
- Keep your lawyer's contact information for future assistance.



Stephen Penney
Lawyer/Partner



Chris Baillargeon
Lawyer/Partner

LENNOX
& PENNEY

WE CAN HELP.

+519-650-6000

708 Duke St. Cambridge

administration@cambridgelaw.ca

www.cambridgelaw.ca

