



BEECH  
*Signature*  
HOMES  
closing packet



WALLACE  
REAL ESTATE

**YOUR EXPERIENCE**  
MEANS THE WORLD TO US

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At Beech Signature Homes, our business grows through the trust and satisfaction of our clients. If you enjoyed working with our team, we would be honored if you shared your experience with others.

Thank you again for trusting us with such an important chapter of your life. We're truly grateful to be part of your home journey.

*Matt & Stephen*

# REFERRALS & REVIEWS



## LEAVE A REVIEW

our feedback helps future buyers and sellers understand what it's like to work with us — and it helps us continue improving the service we provide.

If you'd like to leave a review, it makes the biggest impact at these places:



When writing your review, you might consider sharing:

- What made your experience with our team stand out
- How we supported you through the buying or selling process
- Why you'd recommend Beech Signature Homes to others
- (Of course, write whatever feels most natural — your honest feedback is always appreciated!)

## REFERRALS

If you have friends, family, or coworkers thinking about buying or selling a home, we would love the opportunity to serve them with the same care and commitment. Referrals are the highest compliment we can receive.

# HOME TRACKER

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Keep this page handy for your important home details, updates, and milestones. Recording key information makes it easy to maintain your home's value and track your investment over time.

**PURCHASE DATE** \_\_\_\_ / \_\_\_\_ / \_\_\_\_      **PURCHASE PRICE** \_\_\_\_\_

**HOME WARRANTY INFORMATION** \_\_\_\_\_

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## UPDATES & ADDITIONS

_____	_____
_____	_____
_____	_____
_____	_____

**APPLIANCE:** \_\_\_\_\_

**APPLIANCE:** \_\_\_\_\_

**YEAR PURCHASED:** \_\_\_\_\_

**YEAR PURCHASED:** \_\_\_\_\_

**APPLIANCE:** \_\_\_\_\_

**APPLIANCE:** \_\_\_\_\_

**YEAR PURCHASED:** \_\_\_\_\_

**YEAR PURCHASED:** \_\_\_\_\_

**SERVICE TYPE:** \_\_\_\_\_

**SERVICE TYPE:** \_\_\_\_\_

**LAST SERVICED:** \_\_\_\_\_

**LAST SERVICED:** \_\_\_\_\_

**SERVICE TYPE:** \_\_\_\_\_

**SERVICE TYPE:** \_\_\_\_\_

**LAST SERVICED:** \_\_\_\_\_

**LAST SERVICED:** \_\_\_\_\_

**EQUITY YEAR 1:**

**EQUITY YEAR 2:**

**EQUITY YEAR 3:**

# MOVE-IN CHECKLIST

## BEFORE YOU MOVE IN

- Set up utilities in your name (electric, water, gas, internet, trash service)
- Schedule professional cleaning or do a light clean before furniture arrives
- Change all locks and garage door codes
- Test smoke detectors, CO detectors, and security systems
- Locate the main water shut-off, breaker box, and HVAC filters

## ON MOVE-IN DAY

- Verify utilities are working
- Confirm all boxes and furniture arrived safely
- Inspect the property for any move-in issues
- Set up beds and essentials first
- Unpack room by room to stay organized

## AFTER YOU SETTLE IN

- Update your address for driver's license, bank, employer, and subscriptions
- Meet your neighbors and explore your new community
- Review your home warranty or service contracts (if applicable)
- Store closing documents, appliance manuals, and warranty info in one place
- Schedule home maintenance reminders (filters, gutters, HVAC service, etc.)

# HOME MAINTENANCE

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## MONTHLY

- ❑ Clean the furnace filter, and replace if needed
- ❑ Vacuum vents
- ❑ Test smoke alarms and fire extinguishers
- ❑ Inspect electrical cords for wear
- ❑ Clean the garbage disposal
- ❑ Clean faucet aerators and showerheads
- ❑ Inspect the outside of your home for loose roof shingles, damaged siding or cracked masonry

## WINTER

- ❑ Cover your air-conditioning unit to protect it from the elements
- ❑ Clean refrigerator and freezer coils
- ❑ Check basement for leaks during thaws
- ❑ Inspect gutters and roof and downspouts after storms

## SPRING

- ❑ Inspect trees for signs of illness
- ❑ Fertilize lawn and plants, to prepare for summer growth
- ❑ Clean debris, leaves and sticks out of the gutters
- ❑ Freshen the exterior paint
- ❑ Wash the exterior of your house
- ❑ Schedule a professional HVAC checkup and service
- ❑ Call a pro to clean ducts and vents inside your home
- ❑ Refinish the deck and replace any damaged boards
- ❑ Update your pest control contract to protect your home from termites, rats and other home-damaging invaders

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## **SUMMER**

- ❑ Water plants and foliage regularly
- ❑ Prune foliage to remove dead branches
- ❑ Check your sprinkler system for clogged lines and leaks
- ❑ Oil garage-door opener, chain and hinges
- ❑ Check dishwasher and around toilets and sinks for leaks
- ❑ Seal tile grout in bathrooms and kitchens to keep water from damaging walls and floors

## **FALL**

- ❑ Clean out gutters often
- ❑ Call a pro to check and clean the chimney so you're ready for safe winter fires
- ❑ Clean the lint out of the dryer vent
- ❑ If you haven't already, schedule a professional HVAC service and checkup before winter
- ❑ Flush hot water out of the water heater to remove accumulated sediment
- ❑ Seal air leaks with caulk to keep moisture from getting inside your walls
- ❑ Drain in-ground sprinkler systems
- ❑ Wrap insulation around outdoor faucets and pipes in unheated garages to keep them from freezing
- ❑ Fertilize lawn, trees and shrubs so they get one last shot of strength before the coming of the cold

# RECOMMENDED VENDORS



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## MORTGAGE LENDER

Katie Eastman

MIG (Mortgage Investors Group)  
Maryville, TN  
865.850.8654  
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## MORTGAGE LENDER

Jamie Rice

Fifth Third Mortgage  
Knoxville, TN  
865.806.7447

## INSURANCE

Marty Ward

Farmers Insurance  
Maryville, TN  
865.256.8660

## INSURANCE

Jeremy Whaley

Aflac  
Maryville, TN  
865.776.2829  
Jeremy\_Whaley@us.aflac.com  
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## AUTO/HOME/BUSINESS INSURANCE

Jamie Moore

Meridian Insurance  
Knoxville, TN  
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## ROOFING

Jordan Perez

Rescue Roofing  
Knoxville, TN  
865.424.7670

## ROOFING

Chris Huss

Overland Construction  
Maryville, TN  
865.287.5309

## PLUMBING/HVAC

Russ Kruger

Prevent Services  
Knoxville, TN  
865.213.2771  
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## ELECTRIC

Russ Krueger

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## HEATING & AIR

Ethan Dwyer

A&L Heating & Air  
Maryville, TN  
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**WATER/FIRE/MOLD DAMAGE**

Chris Huss

Rytech  
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865.287.5309

**PLUMBING**

Ricky Wilson

Wilson Brothers Plumbing  
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**WEB DEVELOPMENT**

Jason Bowers

Pixelized Design  
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**GARAGE SERVICE REPAIR**

Bill Weier

Foothills Garage Door  
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**NUTRITION**

Alex Gardner

Mother/Baby Nutrition  
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**PET/PEOPLE SUPPLEMENTS**

Cortney Kennedy

PetClub 24/7  
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**ESSENTIAL OILS**

Helena Rago

Doterra  
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**HAIR/SPA**

Stevie Beech

natural Alternatives Spa & Salon  
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**CHIROPRACTOR**

Josh Rucker

Rocky Top Chiropractor  
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**HEALTH/MEDICARE**

Stephen Jackson

Wisdom Insurance  
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**ELDER LAW/ESTATE PLANNING**

Shauna Collins

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**SENIOR CARE**

Josiah Tillett

Next Day Access  
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**PAINTER**

Danny Downs

McLains Painting  
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**LIFE INSURANCE**

Monique Armstrong

Northwestern Mutual  
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865.314.3791

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**CLEANING**

Sam Shahid

Obsidian Glow  
Knoxville, TN  
865.910.7250

**HOME INSPECTION**

John Walz

Best Choice Inspection  
Knoxville, TN  
865.224.6378

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**PEST CONTROL**

Arrow Exterminators

Knoxville, TN  
865.661.4755

**CONTRACTOR**

Mike Moye

Patriot Handyman Services  
Knoxville, TN  
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**FOUNDATION WORK**

Bill Davenport

58 Foundations & Waterproofing  
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**HOME RENOVATION**

John Coombs

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**LAWYER**

Lucas Abbott

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**TAXES**

Roger Nicosia

Balanced Booking & Taxes  
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**BANKING**

Debbie Vickery

Regions Bank  
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**TITLE COMPANY**

Lydia Hannah

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Knoxville, TN  
865.977.9220

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**FINANCIAL**

Nelson Brittain

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**FINANCIAL ADVISOR**

Bob Labout

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**AGING FAMILY PARTNERS**

Tamara Fye

Aging Family Partners  
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tamara@agingfamilypartners.com  
"Because aging with dignity should not be optional."

# EMERGENCY CONTACTS



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**POLICE DEPARTMENT**

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**FIRE STATION**

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**HOSPITAL**

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**MATT BEECH** REALTOR®

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**STEPHEN BEECH** REALTOR®

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**CONGRATULATIONS**  
ON YOUR NEW HOME!

