Contract Work Sheet

Address:		
Offer Price:	Seller Closing Costs:	
Closing Date:		
Earnest Money: \$	Ck to:	
Financing Type : Conv / FHA / VA /	Cash / Other	
Term: Rate:	Down Pmt %:	
Closing Attorney Preference:		
Do You Want Home Warranty:		
Special Stips:		
Is home covered by Termite bond?		
Does Carpet need Cleaning?	-	
Does House need professional Clea	aning?	
Does HVAC Need Service?	(wait for inspection)	
Does Septic need Service?		
Other Requests:		

Purchase and Sale(f20) with all Dates Filled in.

a) Add initials to any Special Stips.

b) Client Info completed

c) Agent Signature

Sellers Disclosure

Financing Exhibit

Community Association Exhibit

Affiliated Business Disclosure Exhibit

Lead Paint Exhibit (if built before 1978)

Buyer's Protection Plan (Home Warranty)

Other useful Stipulations:

Digital Signatures Business Days SS 328 – Seller Agrees Treat/or Repair Terminte Damage

Document		Placed in	Sent to Final
	Date	File Date	Recipient Y/N
Buyer Brokerage Agreement			
Purchase & Sale Agreement			
Disclosure Statement			
Instructions to Closing			
Attorney			
Affiliated Business Disc.			
Pre-Qual Letter			
Contract Forms			
Seller's Disclosure			
Lead Paint			
HOA Fees			
Conv. FHA VA USDA Ex			
Home Warranty			
Amendments			

Fully Executed Document Log