

INFORMATION FOR FILE/CONTRACT PREPARATION

For short sale, please also include MLS printout (agent copy) and buyer's offer.

Seller's Name _____

Current Address _____

Phone No _____ Fax No _____

Email: _____

Current Martial History: _____

State Of Residency: _____

Seller's Realtor _____

Agent's Name _____

Address _____

Phone No _____ Fax No _____

Email _____

Commission _____

Buyer's Name _____

Address _____

Phone No _____ Fax No _____

Email _____

Buyer's Realtor _____

Agent's Name _____

Address _____

Phone No _____ Fax No _____

Email: _____

Commission _____

Property Address _____

Primary: _____ Secondary _____ Investment _____

INFORMATION FOR FILE/CONTRACT PREPARATION (Continued)

For short sale, please also include MLS printout (agent copy) and buyer's offer.

Municipality _____ County _____

Block _____ Lot _____

Purchase Price _____

Deposit _____

Buyer's Mortgage Amount _____ Type Of Mortgage _____

Seller's Concession: _____

Seller's Mortgage Company Name And Account Number: (List All) _____

Closing Date _____

Personal Property Specifically Included _____

Personal Property Specifically Excluded _____

Water: **Public Private** (Please Circle) Sewer: **Public Private** (Please Circle)

Is There An Underground Fuel Tank? **Yes No** (Please Circle)

Are There Outstanding Bills For Water Or Sewer? **Yes No** (Please Circle) Amount _____

Homeowner's Association And Monthly Dues _____

Are There Any Association Dues Owed? **Yes No** (Please Circle) Amount _____

List Any Other Additional Judgments Or Liens _____

Have you filed bankruptcy? **Yes No** (Please Circle) _____

If yes, when was it discharged? _____