Paperwork Checklist

SALE (BUYER)

All Counter Offers	If Applicable
Sales Agreement	Required
Seller's Property Disclosure	Required
Buyer Property Tax & School Disclosure	If Applicable
Copy of Earnest Money Check	Required
Pre-Approval Letter	Required
Proof of Funds	If Applicable
Broker Instruction to Escrow	Required
MLS PDF	Required
Preliminary Title Report	Required
Agreement to Occupy After Closing	If Applicable
Agreement to Occupy Prior to Closing	If Applicable
Buyer's Repair Addendum	Required
Seller's Response to Repair Addendum	If Applicable
Contingent Right to Purchase	If Applicable
Disclosed Limited Agency Agreement	Required
Agency Disclosure Agreement	Required
Exclusive Buyer Service Agreement	If Applicable
Home Inspection	If Applicable
Home Warranty	If Applicable
Lead Based Paint Addendum (1978 & Older)	Required
Onsite Sewage System Addendum	If Applicable
Private Well Addendum	Required
Townhouse / Planned Community Addendum	If Applicable
Utilities & Boundaries Addendum	If Applicable
Woodstove Addendum	Required
Exterior Siding / Stucco / EIFS Disclosure	If Applicable
Miscellaneous	If Applicable
FIRPTA	Required

Contact us at **AgentRelations@SummaTC.com** with any questions.