

TAKE SHEET TO OPEN ESCROW

Property Address: _____

Short Sale: _____ PGE SS: _____ Traditional: _____ REO: _____

Deposit Check is in my possession? _____ Yes _____ No w/ other agent

Forward KW's client Escrow Instructions to:

Seller's to: Email _____ c/o Agent _____

Total Commission: _____ %

KW Commission _____ % Agent _____ Cell () _____

Selling Agent Commission _____ % Agent _____ Cell () _____

Any Credits from Commission: \$ _____ from Listing Agent to _____

\$ _____ from Selling Agent to _____

Add to commission \$ _____ for t/c fee _____ for admin fee _____ other: _____

How many counter offer(s) : _____ NO Counter Offer(s) _____

Other Attachments Specified in Purchase Contract:

_____ Buyer's Inspection Advisory _____ Wood Destroying Pest Addendum

_____ Purchase Contract Addendum/PAA _____

Is there a Home Owner's Association: No _____

If Yes, Name of Association: _____

Management Company: _____ Phone () _____

Are there any Concurrent Escrow(s): Yes _____ No _____

Seller's Purchase Escrow: _____

Buyer's Sale Escrow: _____

Septic? _____ Water Stock? _____ Company _____

Other NOTES to Escrow: _____

Completed By: _____ Date: _____

ESCROW OFFICE USE ONLY:

_____ Buyer's Inspection Advisory Fully Executed Counter 1 _____ 2 _____ 3 _____ 4 _____

_____ Wood Destroying Pest Addendum _____ Fully Executed Contract

_____ Purchase Contract Addendum/PAA _____ other _____

_____ other _____ other _____