



AYERS & ASSOCIATES REAL ESTATE
CONTRACT CLOSING INFORMATION SHEET

Agent Name _____

PROPERTY ADDRESS _____ MLS # _____

CITY, ZIP _____ TAX ID# _____

COMMISSION SPLIT S _____ % B _____ % AYERS FEE \$295 ___ YES ___ NO

Contract Date _____ Closing Date _____

List Price _____ Contract Price _____

CRITICAL DATES: Put these dates on your calendar and keep track

- **Escrow Due Date:** _____
- **Inspection Period Expiration Date:** _____
- **Mortgage Contingency Expiration Date:** _____
- **Other contingencies** _____

Sellers Name _____

Buyers Name _____

Email _____

Email _____

Phone _____

Phone _____

Listing Office _____

Buying Office _____

Agent _____

Agent _____

Email _____

Email _____

Cell _____

Cell _____

Initial Deposit_____Received On_____Held By_____

Additional Deposit_____Due On _____Received On_____

Financing __Cash __Conv __FHA __VA__

Mortgage Company_____Contact Name _____

Title Company_____Contact Name _____

REQUIRED DOCUMENTS--- Please write N/A if Not Applicable---BOLD UNDERLINED
DOCUMENTS ARE LEGALLY REQUIRED BY OUR INSURANCE COMPANY and/or NEW FAR RULES

☐ **Fully Executed Contract**

☐ **HOA Disclosure with HOA Association** Contact Info in Full

☐ **Receipt of Condo Docs Form**

☐ MLS Pending Sheet

☐ **Lead Based Paint**

☐ **Escrow Verification from Title Company**

☐ **AYERS & ASSOCIATES DISCLOSURE --- Agency Relationship to Customer**

☐ **FHA Or VA Disclosure IF Applicable**

☐ PERMIT SEARCH – Open permit search- Under required docs Miscellaneous on AA Intranet Site

☐ Closed permit search – see instructions Under required docs Miscellaneous on AA Intranet Site

☐ **Home Warranty Waiver – or Acceptance**

☐ Seller's Disclosure -fully executed

☐ **Flood Disclosure**

☐ **Buyer's Broker Compensation Agreement**

☐ **Contract to Closing Sheet --- This form!**

Ayers & Associates Intranet is your source for Required Internal Documents

<https://ayersassociatesintranet.com/required-documents>

This form is under Seller Docs, Buyer Docs & Miscellaneous Docs