



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 UNDERLINE
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