

FULL SERVICE – FULL TIME – SENSIBLE COMMISSIONS

**Atomic Realty, LLC**

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ATOMIC REALTY FSBO ENGAGEMENT INFORMATION

This document is included merely to assist in the efficient collection of the information that Atomic Realty needs to help you with your transaction. We will use this information to legally engage the Seller and Buyer. Fill it in what the Seller and Buyer have agreed upon, scan the page, and email it to us. This will be sent to both the Seller and Buyer. Going forward there will always be questions. The engagement documents will be only for this property and this buyer,

Property Address

Price

Closing date

Seller 1 name

Seller 2 name

Seller 1 phone #

Seller 2 Phone #

Seller 1 email

Seller 2 email

Buyer 1 name

Buyer 2 name

Buyer 1 Phone #

Buyer 2 phone #

Buyer 1 email

Buyer 2 email

Atomic Realty payment. Please mark who is paying

\$599 at the time of writing the purchase contract by: paid by: Seller \_\_\_\_\_ Buyer \_\_\_\_\_

and 1% at closing paid by: : Seller \_\_\_\_\_ Buyer \_\_\_\_\_

Is the property currently in a trust? YES \_\_\_\_\_ NO \_\_\_\_\_

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Who will be paying the GRT (Gross Revenue Tax) Seller \_\_\_\_\_ Buyer \_\_\_\_\_. Think of the GRT as New Mexico's sales tax on services. The percentage varies from county to county but it's usually a 7-8% tax on the commission paid. At closing it is added to the sales commission and the Brokerage pays it to the state, This is negotiable either the buyer or seller can pay

We suggest Seller confirms the Buyers have a prequalification letter, or for a cash buyer a proof of funds letter. WE DO NOT NEED THIS; IT IS MERELY FOR THE SELLER'S PEACE OF MIND Required by Seller? YES \_\_\_\_\_ NO \_\_\_\_\_.

Is an inspection going to be done and who orders it and pays for it. Seller \_\_\_\_\_ or Buyer \_\_\_\_ or is the buyer waiving inspections \_\_\_\_\_ We have some inspectors on Atomic Realty.net under the Buyers tab under resources. The seller or buyer will need to schedule and be present for this as we do not have access to the home. Unlike an appraisal (Opinion of value), inspections are generally not required by lenders.

Is an appraisal going to be done, YES \_\_\_\_\_ NO \_\_\_\_\_ Lenders usually require one and cash buyers are not REQUIRED to have one done. If yes, we will need the lender's contact information to help schedule it. The appraiser will contact the Seller and the seller will need be present for this as we do not have access to the home. If you have not engaged a lender, we have some Lenders listed on Atomic Realty.net that have done local work under the Buyers tab under resources.

Lender contact information here: \_\_\_\_\_

Was the home built prior to 1978? YES \_\_\_\_\_ NO \_\_\_\_\_ if prior to 1978 a lead based paint form will be required to be completed.

Has the Buyer seen the home, either physically or otherwise? YES \_\_\_\_\_ NO \_\_\_\_\_

In the purchase contract closely read section(s) section 6, 14 costs to be paid, 18 Documents deadlines, 21 inspection deadlines, We will complete it as commonly done in our county, but these are negotiable timelines and costs, notify us of any corrections.

If the title company says an ILR is required (Improvement location Report, similar to a survey) who will be paying for it? Seller \_\_\_\_\_ Buyer \_\_\_\_\_

The earnest money amount to be deposited by buyer at the title company after we write the contract. This can be any amount or even none, convention is 1%. Amount of EM to be deposited at the title company \_\_\_\_\_

I acknowledge I have read and understand this document

Seller Signature

Date

Buyer Signature

Date