



Processing Sheet

File No. _____

MLS No. _____

Property Address: _____

Contract Date: _____ Closing Date: _____

Deposit Money: _____ ☐ Held by: _____

Inspections: _____ Park Approval: _____ Due: _____ Financing: _____

Lot Rent: _____ Utilities: ☐ Public ☐ Private ☐ Included in Rent

NOTES: _____

Buyer: _____

Current Address: _____

Phone Number: _____ Email: _____

Agent: _____ Brokerage: _____

Phone Number: _____ Email: _____

Commission: _____ Admin/Broker Fee: _____

NOTES: _____

Seller: _____

Current Address: _____

Phone Number: _____ Email: _____

Agent: _____ Brokerage: _____

Phone Number: _____ Email: _____

Commission: _____ Admin/Broker Fee: _____

NOTES: _____

Lender: _____ Officer: _____

Phone Number: _____ Email: _____