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LISTING AGENT FORM

Agent Name: _____

Agency Name: _____

Agency Address: _____

Office Phone: _____

Agent's Cell Phone: _____

Agent LIC #: _____

Agency LIC #: _____

Who is holding the Earnest Money? _____

Amount of Earnest Money: \$ _____

If Escrow Agent is a third party, please provide the following:

Third Party Name: _____

Contact Information: _____

Please provide Seller(s) Contact Information:

Current Address: _____

Phone Number: _____

Email Address: _____

For any Mortgage or Equity Line Payoffs, please provide the following:

1st: Name of Lender: _____ Account Number: _____

Social Security # of Primary Account Holder: _____

2nd: Name of Lender: _____ Account Number: _____

Social Security # of Primary Account Holder: _____

Is the property in a Trust? Yes _____ No _____.

If yes, please provide a copy of the Trust or Memorandum of Trust to our firm ASAP.

Is the property owned by a Corporation, LLC, etc.? Yes _____ No _____.

If yes, please email or fax a copy of all formation documents or corporate authorization documents for the individual signing on behalf of the corporation/ LLC as soon as possible.

Does the property have HOA regime fees? Yes _____ No _____ (Please check which applies)

If yes, please provide the management company name: _____.

Phone Number: _____ Amount Paid: _____

How often are regime fees paid? (ex: Monthly): _____

Will a Home Warranty be provided? Yes _____ No _____ (Please check which applies)

Who will be paying the Home Warranty? _____

Pest Inspection Company: _____ Invoice Amount: _____

Who is Paying this Invoice? _____

Home Inspection Company: _____ Invoice Amount: _____

Who is Paying this Invoice? _____

Will Seller attend closing? Yes _____ No _____ (Please check which applies)

Will Seller use a Power of Attorney? Yes _____ No _____ (Please check which applies)

If Seller is not planning to attend closing please contact our firm as soon as possible.

What is the nature of this property? _____ Condominium _____ Townhouse _____ Single Family
_____ Mobile Home _____ Commercial _____ Other

(If property is a Mobile Home, please also fill out of Mobile Home Form. Thank you)

Are there any tax liens, judgments or other liens to your knowledge that must be paid at closing?

Yes _____ No _____.

Did we miss anything? _____

We look forward to your real estate closing!