

SALE



In-House Sale Information
-Fill in Completely-

Contract# _____ (office generated) MLS# _____ HMS or 2-10 Warranty: Yes ____ No ____

Transaction Fee paid by: Client ____ Agent ____ Buyer an Investor?: Yes ____ No ____ VA Financing?: Yes ____ No ____

Sale Source: _____ (example: past client, friend, ad, newspaper, walk-in, referral, open house, etc.)

-----**PROPERTY INFORMATION**-----

Sale Property Address: _____
_____ Subdivision _____

Acceptance Date: _____ Scheduled Closing Date: _____

Listing Broker Company: _____ Selling Brokerage Company: _____

Listing Agent: _____ Selling Agent: _____

Sale Price: _____ List Commission: _____ % Sale Commission: _____ %

Escrow Check: Now ____ Due by _____

Escrow Held By: _____ Amount: _____ Check #: _____

Seller Name: _____ Purchaser Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Work Phone: _____ Work Phone: _____

E-Mail _____ E-Mail: _____

-----**REFERRAL INFORMATION**-----

Referral Agent Name: _____ Relo or Non-Relo Referral Sheet Attached: Yes ____ No ____

Referral Brokerage Name: _____ Address: _____

Referral Fees %: _____ Amount: \$ _____

-----**HUD INFORMATION**-----

Our Seller's New Address: _____

(Address where to send letter/survey & year end closing statement): _____