

My Information

Full Name* (First Name, Last Name)	Email*	LAG#*
Transaction Side*(Listing, Selling or Both)	Assistant Email	

Other Broker Information

Full Name*	LAG#*
Company	Email

Property and Client Information

NWMLS#	Full Address*	FSBO(yes or no)
City	State	Zip
Seller Name*	Buyer Name*	
Seller1 Email	Buyer1 Email	
Seller2 Email	Buyer2 Email	

Earnest Money

Amount*	Earnest Money Held by* (Escrow or selling office)
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Transaction Information

Contract Date	Mutual Acceptance Date*	Projected closing date*
Pending Status*(Pending or Pending Inspect Financing Type*(Conventional or VA or FHA)		

Escrow and Title Company

Escrow Company*	Title Company*
Escrow Closer Name*	Email

Commission Information

Purchase Price*	
Commission % to Listing/Selling Office *	Commission Amount to Listing/Selling Office *

Commission Refund Information

Commission Refund To Party*	Commission Refund Amount
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Commission Referral Information

Referral #1 Amount	Referral #1 Agent	
Referral #1 Street Address		
Referral #1 City	Referral #1 State	Referral #1 Zip
Add Additional Referral (yes or no)		

Mutual Acceptance Bundle

Purchase and Sale Agreement	Legal Description	Seller Disclosure Statement
ALL addendum pages on the Purchase and Condon Resale Certificate		Listing Agreement
Earnest Money Receipt	Agency Detail	

Other Informations:

Final settlement statement
