

BUYER

Transaction Summary



BUYER:

PROPERTY ADDRESS:

SELLER:

FUNDS:

Purchase Price:

Earnest Money:

EM Released?

IMPORTANT DATES:

Mutual:

Closing:

Possession:

TITLE:

ESCROW:

NOTES:

IMPORTANT DEADLINES:

DATE DUE:

BUYER TO DO'S:

- ☐ Earnest money due to escrow:
- ☐ Earnest money released to seller:
- ☐ Seller disclosure right to rescind:
- ☐ Buyer to complete loan application:
- ☐ Home inspection:
- ☐ Title review:
- ☐ Info verification period:
- ☐ Appraisal completed and received:
- ☐ Final buyer walk through:
- ☐ Seller signing appointment:
- ☐ Buyer signing appointment:

- ☐ Give landlord notice
- ☐ Complete and return Buyer Packet to Escrow
- ☐ Order moving supplies
- ☐ Organize and pack
- ☐ Move out clean of the property
- ☐ Final mow of yard, pull weeds, etc.
- ☐ Closeout utilities (week of closing)
- ☐ Cancel homeowners/renters insurance
- ☐ Review Moving Guide change address checklist
- ☐ Close service provider accounts (landscaper, etc)
- ☐ Return modem and cable box
- ☐ Write a review about your experience working with me on your favorite website (Zillow, Google, Yelp, Realtor.com)

CONTRACT CONTINGENCIES:

EXPIRES:

- ☐ Info verification (Form 21)
- ☐ Seller disclosure (Form 17)
- ☐ Financing (Form 22A)
- ☐ Title (Form 22T)
- ☐ Inspection (Form 35)
- ☐ Resale certificate (Form 27)
- ☐ Contingent sale (Form 90L)
- ☐ Septic (22S)
- ☐ Other: _____

NOTES:

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