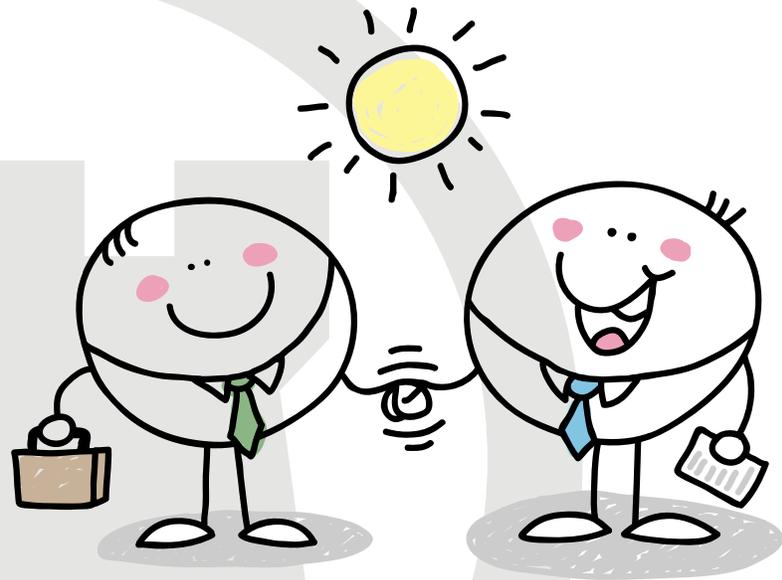




Providing "TERMS" to Escrow

To ensure a successful closing and avoid costly delays, it is important for our escrow officers to receive "TERMS" from the Listing and Buyer's agent as soon as an escrow is opened or during the earliest days of the escrow process. Below is a list of items that should be on the TERM sheet:

- ☒ Purchase Price of the Property
- ☒ Estimated Close of Escrow Date
- ☒ Commission to Listing Broker
- ☒ Commission to Selling Broker
- ☒ Who is paying the County Transfer Tax?
- ☒ Who is paying the City Transfer Tax?
- ☒ Who is paying the Home Warranty?
Provider's Name for HomeWarranty (provide copy of invoice)
- ☒ Are there any credits toward Closing Costs?
- ☒ Is there a Rent Back? If yes, what are the terms
- ☒ If HOA is involved, who is responsible for the document and transfer fees?
- ☒ Was this the Seller's principal place of residency?
- ☒ Buyer's Property Hazard Insurance Company (include agent name & phone#)
- ☒ Do you know how your buyer's going to take title?
- ☒ Any other TERMS that are not included above



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