



ESCROW BRANCH: \_\_\_\_\_

ESCROW OFFICER: \_\_\_\_\_

**Please complete and return this terms sheet to your escrow officer as soon as possible.**

AGENT NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

COE DATE: \_\_\_\_\_ SALES PRICE: \$ \_\_\_\_\_

Commission Total: \_\_\_\_\_ % Based on Sales Price/or \$ \_\_\_\_\_

LB Broker Split: \_\_\_\_\_ % SB Broker Split: \_\_\_\_\_ %

Transaction Coordinator Fee: Paid by ( )Buyer ( )Seller ( )Agent  
Fee: \$ \_\_\_\_\_ Payable to: \_\_\_\_\_

Who Pays: Title Fee: ( )Buyer ( )Seller ( )Split 50/50

Escrow Fee: ( )Buyer ( )Seller ( )Split 50/50

Who Pays: County Transfer Tax: ( )Buyer ( )Seller ( )Split 50/50

City Transfer Tax: ( )Buyer ( )Seller ( )Split 50/50

### CREDITS

Credit: \$ \_\_\_\_\_ For: \_\_\_\_\_ From: B( ) / S( ) / A( ) To: B( ) / S( ) / A( )

Credit: \$ \_\_\_\_\_ For: \_\_\_\_\_ From: B( ) / S( ) / A( ) To: B( ) / S( ) / A( )

Reimbursement For Upfront Fee: \$ \_\_\_\_\_ From: B( ) / S( ) / A( ) To: B( ) / S( ) / A( )

Home Warranty: \_\_\_\_\_ Premium \$ \_\_\_\_\_ Paid by ( )Buyer ( )Seller ( )Agent

Natural Hazard: \_\_\_\_\_ Cost \$ \_\_\_\_\_ Paid by ( )Buyer ( )Seller ( )Agent

HOA Transfer Fee: Paid by ( )Buyer ( )Seller ( )Agent

HOA Document Fee: Paid by ( )Buyer ( )Seller ( )Agent

Rent @ \$ \_\_\_\_\_ /Per Day

From \_\_\_\_\_ Thru \_\_\_\_\_ ( )Hold ( )Direct Credit to: B( ) / S( )

Security Deposit \$ \_\_\_\_\_ ( )Hold ( )Direct Credit to: B( ) / S( )

Seller Primary Residence?: ( )Yes ( )No Tax Withholding: \$ \_\_\_\_\_

When do the Sellers want to sign? \_\_\_\_\_

Seller Email: \_\_\_\_\_

Please List any Additional Terms not listed above: \_\_\_\_\_

**THANK YOU FOR YOUR ESCROW & WE TRULY APPRECIATE YOUR BUSINESS!**