

Resale Escrow Opening Sheet

Property Address _____

Date _____

Seller Information

Seller(s) Name(s) _____

Mailing Address _____

Phone _____

Fax _____

Email _____

Buyer Information

Buyer (s) Name(s) _____

Mailing Address _____

Phone _____

Fax _____

Email _____

Vesting _____

Occupancy _____

Purchase Price \$ _____

Close of Escrow _____

New 1st TD Amount \$ _____

1st TD Loan Type _____

New 2nd TD Amount \$ _____

2nd TD Loan Type _____

Reports and Policies

Termite Report Required? _____

Section I Repairs Paid By _____

Section II Repairs Paid By _____

Termite Company Name _____

Mailing Address _____

Phone _____

Fax _____

Email _____

Home Warranty Required? _____

Warranty Company Name _____

Mailing Address _____

Phone _____

Fax _____

Email _____

Natural Hazard Report Required? _____

Natural Hazard Report Processed By? _____

Listing Broker Information

Company Name _____ **Company Phone** _____

Address _____

Listing Agent Name _____ **Agent Phone** _____

Email _____ **Sales Commission** _____ % **Amount** \$ _____

Buyer's Broker Information

Company Name _____ **Company Phone** _____

Address _____

Buyer's Agent Name _____ **Agent Phone** _____

Email _____ **Sales Commission** _____ % **Amount** \$ _____

Home Owners Association Information

Is this property in a Home Owners Association? Yes NO **Who will pay HOA transfer fee, if any?** Buyer Seller

Managemet Company _____ **Phone** _____

New Lender Information

Company Name _____ **Phone** _____

Loan Officer _____ **Email** _____

Title Insurance Information

Title Company _____ **Phone** _____

Title Officer _____ **Email** _____

Title Representative _____ **Phone** _____

_____ **Email** _____

Hazard Insurance Information

Company Name _____ **Agent Name** _____

Policy Number _____ **Phone** _____ **Fax** _____

Notes and Special Instructions _____

Please provide the Listing and Purchase Agreements. Thanks for your business!