

# Contract Submission Checklist



<b>Seller's Agent:</b>		<b>Buyer's Agent:</b>		
Brokerage:		Brokerage:		
R AND R Realty, LLC Agent Represents <input type="checkbox"/> Buyer, <input type="checkbox"/> Seller, <input type="checkbox"/> Limited Clients Phone #'s				
Seller's		Buyer's		
Seller's		Buyer's		
Address:		Address:		
<b>Property Address:</b>			<b>Terms: <input type="checkbox"/> Cash, <input type="checkbox"/> Conv, <input type="checkbox"/> FHA, <input type="checkbox"/> Other</b>	
Address:				
Receipt Date	Document Description	Amount Held by R&R	Amount Held By other Broker	
	Earnest Money <input type="checkbox"/> Check, <input type="checkbox"/> Cash, <input type="checkbox"/> Other			
	Repc			
	Buyers Agency Disclosure	<b>Office Use Only</b>		
	Limited Agency Disclosure	<b>TRANSACTION #:</b>		
	Lead Base Paint	<input type="checkbox"/> Copy of Earnest Money		
	Buyer Due Diligence Checklist	<input type="checkbox"/> Final Hud's		
	Provo City Zoning Disclosure	<input type="checkbox"/> Cut Commission Check		
	MLS Print Out	<input type="checkbox"/> Transaction Registry Finalized		
	Home Inspection/Home Warranty	<input type="checkbox"/> All Initials on Repce		
	Seller's Property Disclosure signed by buyer	<input type="checkbox"/> All Signatures on Repce		
	Doc Reciept Signed After Acceptance	<input type="checkbox"/> Marked Sold on MLS		
	FSBO Commission Agreement			
	Unrepresented Buyer Disclosure	Items Still Needed, Initials Missing		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
	Total Seller Paid Concessions	\$		

Repc Deadlines:(Offer Date) (Acceptance Date) (Evaluation & Inspection) (Loan Denial) (Settlement Deadline)

Referral Information

Split %      Agent Name      Brokerage Name Info

Fax 492-1009 Or Email [julieann@randrealtyonline.com](mailto:julieann@randrealtyonline.com)

Completing Agents Signature