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PURCHASE AND SALES INFORMATION FORM

The following information is required in order for us to prepare your requested purchase and sales agreement (P&S). Please note that some of the following fields may not be applicable to your transaction; therefore, kindly fill-in only that information that does apply. Please give full details and all contact information. When the P&S is ready, we will call you and then supply you with four copies of the P&S along with blank copies of all disclosures that the seller is required to complete. All parties then need to sign all four copies with one original going to the sellers, one original going to our office, and the remaining two going to the buyers (one for the buyer and one for the buyer's lender).

SELLER(S) FULL NAME: _____
MAILING ADDRESS: _____
PHONE NUMBERS: _____
EMAIL ADDRESS: _____

BUYER(S) FULL NAME: _____
MAILING ADDRESS: _____
PHONE NUMBERS: _____

PROPERTY ADDRESS TO BE SOLD OR BOUGHT: _____
ASSESSORS PLAT #: _____ ASSESSORS LOT # _____
DATE OF CLOSING (IT MAY BE ON OR BEFORE SAID DATE) _____

PURCHASE PRICE:\$ _____
DEPOSIT AMOUNT:\$ _____
DEPOSIT TO BE HELD BY WHOM? _____
IS THERE A GIFT OF EQUITY? _____ YES _____ NO IF SO HOW MUCH? \$ _____
ANY SELLER CLOSING COSTS AND SELLER PRE-PAIDS?: _____

MORTGAGE CONTINGENCY DATE (DATE TO BE APPROVED?): _____
HOW MUCH OF A MORTGAGE AMOUNT?:\$ _____

PHYSICAL INSPECTION DATE (DATE TO BE DONE BY?) _____
ARE ANY FIXTURES NOT INCLUDED IN SALE? _____
ARE ANY SPECIFIC ITEMS INCLUDED IN SALE?: _____

ANY TENANTS TO REMAIN IN PROPERTY? _____ YES _____ NO IF SO WHO AND WHAT ARE RENTS? _____

HOW DID YOU GET ATTORNEY ANDREONI'S NAME?: _____

DO YOU WANT US TO DO YOUR CLOSING? _____ YES _____ NO. IF NO, WHAT IS THE NAME AND CONTACT INFO OF THE CLOSING ATTORNEY? _____

WHAT IS THE NAME OF THE BUYER'S LENDER & CONTACT INFORMATION?: _____

WHAT ARE THE NAME(S) OF THE REALTORS & CONTACT INFORMATION: _____