

**CLOSING INFORMATION: BUYER'S AGENT**

To facilitate a smooth closing, provide this form to the Lender, to the Settlement Agent, and to the other agent. This form is for information purposes only; it is not an amendment to the Contract nor should it be interpreted as part of the Contract. In the event of a conflict between this form and the Contract, the Contract controls.

Projected Closing Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Please provide the first, middle, and last name of all buyers.

Buyer(s) Name(s): \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Selling Real Estate Firm**

Firm Name: \_\_\_\_\_ Firm License #: \_\_\_\_\_

Firm Address: \_\_\_\_\_

Buyer's Agent's Name & Phone #: \_\_\_\_\_

Buyer's Agent's License #: \_\_\_\_\_ Email: \_\_\_\_\_

**Commission**

Commission % or \$ to Selling Office: \$ \_\_\_\_\_

Administrative Fees (if any): \$ \_\_\_\_\_

**Closing Costs**

Seller credit toward borrower's closing fees: \$ \_\_\_\_\_

Does the contract specify if the WDIR and Home Warranty are included in closing costs?  Yes  No

**Third Party Vendors**

Check any that apply	Fee (if known)
<input type="checkbox"/> WDIR Company: _____	\$ _____
<input type="checkbox"/> Home Warranty Company: _____	\$ _____
<input type="checkbox"/> Survey Company: _____	\$ _____

\*Neither the Lender nor the Closing Attorney needs a copy of the home inspection report – just the fee amount and the Inspector's name.

**Settlement Agent/Closing Attorney agreed to by Buyer and Seller**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

**IMPORTANT!** Buyer funds for closing - Please alert the Buyer that many Closing Attorneys now require funds for closing be wired. Your Buyer will need to contact his bank to discuss their policy regarding initiating wires very early in the process. Many banks now require in-person authorization, and this is a frequent problem and cause of delays with Buyers who have funds in out-of-state banks.