

REAL ESTATE INTAKE FORM

PROPERTY ADDRESS: _____

COUNTY _____ PIN# _____ - _____ - _____ - _____ Vol. _____

Sale Price \$ _____ (SFD / _ Multi-Unit / Condo / Twnhse / Commercial / Other)

Client: Seller/Buyer: _____ Marital Status: _____

Address: _____ SSN: ____ - ____ - ____

Phones: (H) +1 () _____ and (Pg/Cell) +1 () _____

(W) +1 () _____ and (Fax) +1 () _____

E-mail: _____

Contract Acceptance Date: _____

Costs Paid by Seller: \$ _____

Purchase Price: \$ _____

Earnest Money: \$ _____

K Finance Contingency Date: _____

Finance Commitment Date: _____

Inspection Contingency Date: _____

Costs Paid by Buyer: \$ _____

(Held By: _____)

(_____ Days after contract signing)

(_____ Days after contract signing)

(_____ Days after contract signing)

Closing Date: _____

Time: _____

Location: _____

Phone #: +1 () _____ Fax #: +1 () _____ Final Closing Figure \$ _____

Buyer/Seller:

Address: _____

Buyer/Seller Attorney: _____ Contact Person: _____

Address: _____

Phone #: _____

Fax #: _____

E-Mail: _____

Realtors:

SELLER'S Agent:

Name: _____

Company: _____

Address: _____

Phone #'s: +1 () _____

Fax #'s: +1 () _____

Pager #'s: +1 () _____

Cell/Other: +1 () _____

COMMISSION: _____

BUYER'S Agent:

Name: _____

Company: _____

Address: _____

Phone #'s: +1 () _____

Fax #'s: +1 () _____

Pager #'s: +1 () _____

Cell/Other: +1 () _____

COMMISSION: _____

Mortgage Broker/Bank:

Name: _____

Loan Officer: _____

Phone #: +1 () _____

Loan Amt: \$ _____ (FHA/VA/Conv)

Processor: _____

Fax #: +1 () _____

Title Company:

Name: _____

Phone #: +1 () _____

Commitment #: _____

Fax #: +1 () _____

REFERRED BY: _____