

CONTRACT CALENDAR

Property:		
Sales Price:		
Earnest Money:		
Seller:		
Listing Agent:		
Buyer		
Selling Agent:		
Title Company:		
Closing Officer:		
Mortgage Co.		
Loan Officer:		
Acceptance Date:		MLS #:
Contract Date:		
Closing Date:		
Funding Date:		

<u>SUBJECT TO</u>	<u>TASK</u>	<u>RESPONSIBLE PARTY</u>	<u>DAYS FROM ACCEPTANCE/ RECEIPT</u>	<u>DUE DATE</u>	<u>COMPLETION DATE</u>
	Earnest Money Delivered	Buyer			
	Title ordered	Seller			
	Mortgage Application	Buyer			
	Pre-Qualification Letter Provided	Buyer			
	Property Disclosure Delivery Deadline	Seller			
	Property Disclosure Objections	Buyer			
	Property Disclosure Resolution	Seller			
	Insurance Application	Buyer			
	Insurance Contingency Deadline	Buyer			
	Title Delivery	Title CO.			
	Title Objection	Buyer			
	Title Objection Resolution	Buyer			
	Inspection Completion/Reports Delivered	Buyer			
	Inspection Objection Delivered	Seller			
	Inspection Resolution Deadline	Buyer			
	Survey Delivery	Seller			
	Survey Objection	Buyer			
	Survey Resolution	Seller			
	Final Loan Commitment (Days before Close)	Buyer			
	Objections Completion (Days before Close)	Seller			
	Final Walk Through (Days before Close)	Buyer			
	OTHER REQUIRED ITEMS:				
	FIRPTA/QSS: (A Qualified Substitute Statement will be provided at close)			Yes/No	
	Home Warranty Provided	Yes/No	Seller/Buyer	Amount:	
	Lead Based Paint Disclosure	Yes/No			
	Tax Levy Certificate Provided	Yes/No			

	OTHER:				
	Names on Purchase Agreement must match Tax Returns - Include middle initials if applicable				
	All Amendments and Addendums to Lender & Title Co.				
	Manufactured Homes - Indicate who pays for Structural Engineers Report				
	Any Closing Cost Credits to Lender & Title Co.				

Notes: