



Date _____ NRC Agent _____

Property Address _____

Required Listing Paperwork

- Agency Disclosure Form
- Exclusive Right to Sell Contract
- Lead-Based Paint Disclosure
- Sellers Disclosure Statement
- Affiliated Business Disclosure
- Wire Fraud Acknowledgement
- Showing Instructions

Required Pending Paperwork

- Copy of EMD
- Mortgage Letter / Proof of Funds
- Purchase Agreement
- Agency Disclosure – Buyers Agent
- Lead-Based Paint Disclosure
- Sellers Disclosure Statement

Required Closed Paperwork

- Copy of Deed
- Buyer & Seller Statements
- Copy of ALL Closing Documents

Additional Paperwork – If Applicable

- Home Warranty
- Referral Agreement
- Any Additional Addendum(s) / Disclosure(s)

Notes _____

Please note.... ALL paperwork MUST be uploaded in Sky Slope. Thank you.

Seller Name _____

E-mail _____

Cell # _____ Home # _____ Work # _____

Home Address _____

Seller Name _____

E-mail _____

Cell # _____ Home # _____ Work # _____

Home Address _____

Buyers Broker _____ ID # _____

Address _____

Agent Name _____ ID # _____

Office Phone _____ Agent Phone _____

Agent E-mail _____

Additional Info _____

Mortgage Company _____ Phone # _____

Address _____

Loan Officer _____ Phone # _____

E-mail _____

Additional Info _____

Title Company _____ Phone # _____

Address _____

Contact Person _____ Phone # _____

E-mail _____

Additional Info _____
