



SETTLEMENT STATEMENT CHECKLIST

- Sales Price \$ _____
- Earnest Money \$ _____
- Buyer or Seller Name (s) _____
- (Reminder that married couples must attend the closing. Buyer on the mortgage and Seller on the Deed).

Property Address: _____

(is there more than 1 lot or parcel) Make sure all are listed
Condo- is there a parking space or storage unit that should be included?

- Seller Payoffs _____ (is there more than 1?)
- Association Dues Collected _____ (Condo or PUD)
- Association Dues Prorated _____ (Condo or PUD)
- Tax Proration _____ (Usually on every deal unless its new construction)
- Rent Proration _____ and/or Security Deposits _____
- Miscellaneous Fee's collected (Termite, etc.) _____
- Seller Paid Closing Costs _____
- Seller/Buyer Paid Owner's Title Insurance Policy _____
- Broker Commission Collected \$395 _____ Buyer _____ Seller

Commission Breakdown & Home Warranty Information

_____% = \$ _____ Listing Agent - Earnest Money \$ _____ = \$ _____ + CB \$395 = \$ _____

_____% = \$ _____ Selling Agent - Earnest Money \$ _____ = \$ _____ + CB \$395 = \$ _____

Home Warranty Fee and Name of the Co \$ _____ to _____
Listing Agent or Selling Agent (circle one)