

WEST SHORES REALTY CHECKLIST - NEW CONSTRUCTION

USE THIS FORM IF ACTING AS A LISTING OR SELLING AGENT, NOT IF YOU ARE CONSIDERED A "REFERRING AGENT" BY THE BUILDER
(ITEMS SHADED IN BLUE ARE "IF APPLICABLE")

MANY ITEMS ON THIS LIST ARE EXEMPT FROM NEW CONSTRUCTION TRANSACTIONS & ARE LISTED ONLY FOR REFERENCE. UPLOAD ALL PROVIDED DOCUMENTS TO SKYSLOPE

| ADDRESS: | | | | | | AGENT: | | | | | |
|--|----|---|---|----|---|--|----|---|---|----|---|
| LISTING DOCUMENTS | SA | B | S | LA | v | DISCLOSURES | SA | B | S | LA | v |
| AGENCY DISCLOSURE (AD1) | | | | | | AGENT VISUAL - AVID'S LA <input type="checkbox"/> SA <input type="checkbox"/> | | | | | |
| CA CONSUMER PRIVACY ACT ADV (CCPA) | | | | | | BUYER'S HOA ADVISORY (BHAA) | | | | | |
| DISCLOSURE INFORMATION ADVISORY (DIA) | | | | | | ENVIRO BKLT RECEIPT - (BKLT REC) | | | | | |
| FAIR HOUSING & DISC ADVISORY - LISTING | | | | | | FHA/VA LOANS (FVAC) | | | | | |
| MODIFICATION OF TERMS (MT) | | | | | | FIRE HARDEN DEFENSIBLE SPACE (FHDS) | | | | | |
| POSSIBLE REPRESENTATION (PRBS) - LISTING | | | | | | MARKET CONDITIONS ADV. (MCA) | | | | | |
| RCSD - SELLER TO LISTING OFFICE | | | | | | MISCELLANEOUS FORMS, DOCUMENTS | | | | | |
| RESIDENTIAL LISTING AGREEMENT (RLA) | | | | | | NEW CONSTRUCTION DISC STATEMENT (NCDS) | | | | | |
| SELLER'S ADVISORY (SA) | | | | | | PARKING & STORAGE DISC (PSD) | | | | | |
| EXCLUDE MLS (SELM) OR COMING SOON | | | | | | REP CAP SIG DISC - SELLER (RCSD-S) | | | | | |
| TRUST ADVISORY (TA) - LISTING PORTION | | | | | | REP CAP SIG DISC - BUYER (RCSD-B) | | | | | |
| WIRE FRAUD ADVISORY (WFA) - LISTING | | | | | | SELLER PROP QUEST. (SPQ OR ESD) | | | | | |
| MLS ACTIVE, IF AVAILABLE | | | | | | SQUARE FOOTAGE DISCLOSURE (SFLS) | | | | | |
| MLS SOLD, IF AVAILABLE | | | | | | STATEWIDE BUYER/SELLER (SBSA) | | | | | |
| REALIST REPORT, IF AVAILABLE | | | | | | TRANSFER DISC STATE (TDS) | | | | | |
| PURCHASE CONTRACT DOCUMENTS | | | | | | TRUST ADVISORY (TA) | | | | | |
| ADDENDA (HOW MANY? ____) | | | | | | WATER HEAT/SMOKE (WHSD) (IF NO TDS) | | | | | |
| AGENCY DISCLOSURE (AD2) | | | | | | WATER CONSERVE CMD (WCMD) | | | | | |
| BUYER INSPECTION ADVISORY (BIA) | | | | | | WILDFIRE DISASTER ADV (WDFIA) | | | | | |
| CA CONSUMER PRIVACY ACT ADV (CCPA) | | | | | | WSR FORMS - ABA <input type="checkbox"/> MOLD <input type="checkbox"/> WATER CONSERVE <input type="checkbox"/> | | | | | |
| CONTINGENCY REMOVALS (CR'S) | | | | | | NOTES, EMAILS, TEXTS, CORRESPONDENCE | | | | | |
| COOPERATING BROKER COMP (CBC) | | | | | | ESCROW/REPORTS/MISC. | | | | | |
| COUNTER OFFERS (CO'S) | | | | | | COMM INSTRUCTIONS SIGNED BY AMIR <input type="checkbox"/> CDA <input type="checkbox"/> | | | | | |
| EXTENSION OF TIME ADD (ETA) | | | | | | CLOSING STATEMENTS ESTIMATED <input type="checkbox"/> FINAL <input type="checkbox"/> | | | | | |
| FAIR HOUSING & DISC ADVISORY | | | | | | DEPOSIT RECEIPT | | | | | |
| POSS REPRESENTATION (PRBS) | | | | | | EI | | | | | |
| PRE-APPROVAL LETTER - IF FINANCING | | | | | | ESCROW AMENDMENTS - FULLY SIGNED | | | | | |
| REQUEST FOR REPAIRS (RR) | | | | | | ESCROW ACK ON LAST PG PA | | | | | |
| NEW CONST PURCH AGRMT (NCPA OR BUILDER'S PA) | | | | | | FIRPTA, 593C FROM ESCROW (OR QS) | | | | | |
| RESPONSE & REPLY TO REQUEST (RRRR) | | | | | | HOA DOC RECEIPT | | | | | |
| VERIFICATION OF FUNDS (VOF) | | | | | | HOME WARRANTY | | | | | |
| VERIFICATION OF PROPERTY COND (VP) | | | | | | INSPECTION REPORTS OR BIW | | | | | |
| WIRE FRAUD ADVISORY (WFA) SIGNED BY ALL | | | | | | NHD REPORT <input type="checkbox"/> NHDS <input type="checkbox"/> | | | | | |
| APPRAISAL, IF AVAILABLE | | | | | | PRELIM REPORT | | | | | |
| CANCELLATION OF CONTRACT (CC) | | | | | | PRELIM APPROVAL | | | | | |