

Traditional Sale Checklist

- 261- WWREA
- 201 Exclusive Buyer Agency Agreement
- 760 Buyer Professional Services Disclosure
- Invoices to be paid at closing
- 2T Offer to Purchase and Contract form
- FHA/VA Financing Addendum
- ACKNOWLEDGEMENT OF RECEIPT OF EM AND DD
- 140 NC Res Prop & Owner Assoc Discl
- 141 Mineral Oil and Gas Rights Mandatory Discl
- 2A9T Lead-Based Paint Addendum (prior to 1978)
- Any other Addendums to the Contract
- 310T Due Diligence Request and Agreement
- Settlement Statement
- Miscellaneous Inspection Reports

Traditional Listing Checklist

- 161 WWREA
- 101 Exclusive Right to Sell Listing Agreement
- 140 NC Res Property Discl & Owner Assoc Discl
- 141 Mineral Oil & Gas Rights Mandatory Disclosure
- 2A9T Lead Based Paint Addendum (prior to 1978)
- 760 - Professional Service Disclosure
- 710- Agency agreement Renewal/Amendment
- Deed
- Tax Card
- Sketch/CMA
- Survey
- MLS Sheet
- Septic Permit
- HOA Bylaws

New Home Checklist

- OTP New Construction
- New Construction Addendum
- Schedule of allowances

Land Listing Checklist

- WWREA
- Listing Agreement
- Mineral Oil and Gas Rights
- Deed
- Tax Card
- Survey
- Right of Way information
- Copy of MLS Sheet
- CMA
- Professional Services Addendum

Land Sale Checklist

- WWREA
- Buyer Agency Agreement
- Offer to Purchase
- Mineral Oil and Gas Rights
- Professional Services
- Survey
- Settlement Statement