



IMPORTANT CONTRACT DATES
"Agent Form - Not intended for Buyers and Sellers"

Property Address: _____

[] Buyer(s) [] Seller(s): _____ Phone Number _____

Email: _____

Agent: _____

Phone Number _____

Email: _____

Date: _____

Per the contract to purchase the above-referenced property, please take note of the following dates which are some of the more critical dates in the transaction. See Page 2 for any specific instructions or recommendations related to this memorandum.

A. Effective Date: The effective date of the contract is: _____

B. Earnest Money:

[] (1) Earnest money [] will be [] has been delivered to the Title Company within "2 business days."

[] (2) Deposit the additional earnest money (\$ _____) on or before: _____

C. Option Period: The option period (unrestricted right to terminate) ends on: _____

D. Option Fee: [] will be [] has been delivered to the seller's agent or seller, within 2 days after effective date of contracts. The seller should cash the check upon receipt.

E. Seller's Disclosure Notice: If buyer did not receive the Seller's Disclosure Notice before the effective date, buyer should receive it within _____ days after effective date of contract (section 7B (2) of contract)

F. Home Inspection: Our Company recommends that the buyer get a home inspection performed by a TREC certified inspector. Date Scheduled: _____

G. Loan Application: Buyer to make written application for the loan (immediately): _____

H. Property Insurance: Buyer to make written application for property Insurance by: Insurance claims filed on homes affect the ability of new owner to get insurance. _____

I. Financing Approval: The date by which the buyer may terminate the contract if buyer cannot obtain "financing approval" per Third Party Financing Condition Addendum. _____

Important contract dates concerning _____

J. Survey:

- (1) Buyer should receive a copy of the existing survey and the required affidavit (TAR 1907) from the seller within _____ days after effective date (section 6C (1) per contract): _____
- (2) A new survey should be ordered and received by: _____
(Section 6c (2-3) per contract)

K. Title Commitment: Buyer should receive the title commitment and exception documents within time frame per contract (section 6B) _____

L. Objections: Buyer should make any objections to title commitment, survey, and exception documents within _____ days per contract (section 6D) after buyer receives these three items.

M. Owner's Association Documents: Buyer should receive the Subdivision Information under the Addendum (TREC 36-4) for Property Subject to Mandatory Membership in an Owner's Association per contract (section 6E (2)) by: _____

N. Credit Documentation to Seller: If the Seller Financing Addendum or the Loan Assumption Addendum is attached to the contract, deliver the required credit approval documents by: _____

O. Final walk-thru completed: _____

P. Closing: To occur on or before: _____

Q. Other: _____

To be discussed with Buyer/Seller:

- (1) Amendments: If Buyer desires repairs to the property or changes in the contracts (without which Buyer would terminate the contract) Buyer should negotiate and sign appropriate amendments before the end of the option period. After option period ends Buyer will not have the unrestricted right to terminate.
- (2) Financing Approval: "Financing approval" occurs when the lender determines that the buyer has met the financial requirements for the loan (credit worthiness, income, and assets) and does not include approval of the property as collateral for the loan. If the Buyer cannot obtain "financing approval" or ability to borrow the money and if Buyer fails to timely terminate under the Third Party Financing Conditions Addendum, Buyer could be in breach of the contract if it does not close.
- (3) Verification of Repairs and Condition: Buyer/Seller's agent is responsible for verifying that any repairs have been completed before closing.
- (4) Possession: Unless a temporary residential lease is attached to the contracts, Buyer will be given possession of the property after funding.
- (5) Other Comments or Information: