

Send your transaction paperwork to receptionist@windermere.com

BE SURE to include in the file: NWMLS listing printout with the "Full w/ Realist Tax" setting

Please send Zillow Review Request to my client. Yes No

WBC Agent

Your Name _____ LAG# _____
Check one or both: LA BA

Other Agent

Name _____ LAG# _____

Office _____ MLS Office# _____

Transaction

Contract Date _____
Mutual _____ Closing _____
Offer Type Cash Conv FHA VA USDA
Status in MLS Pend/Ins Pend/Feas
 Pend/BUP Pend/SS Pending Cont

Property

MLS# _____ Unlisted
Property Address _____
City _____ Zip _____
Lot# _____ Div. _____

Buyer

Buyer's Name _____

Seller

Seller's Name _____

Earnest Money

EM \$ _____ Check _____ Held By: Buyer Firm Escrow | Non-Refundable Deposit

Commission

Purchase Price \$ _____
____ % Fee = Total Comm. \$ _____
____ % Fee = Buyer Firm \$ _____
____ % Fee = Listing Firm \$ _____
____ % Fee = Referral \$ _____
Donation to W Foundation \$ _____
Donation to HomeSight \$ _____
Retirement \$ _____

Referral (NWMLS Form 11 needs to be attached)

Agent Name _____ Referral \$ _____
Office _____ Office _____
Office Address _____
City _____ Zip _____

Commission Adjustments & Credit

ADJUSTMENT or CREDIT: \$ _____
ADJ/CREDIT DESCRIPTION: _____

REMARKS:

Escrow

Company _____
Rep _____ _____

Title

Company _____
Rep _____ _____
