

PURCHASE AND SALE CONTRACT QUESTIONNAIRE

1. Seller(s) full name and spouse: _____
2. Seller marital status-full name of spouse if applicable _____
3. Seller Phone number and address: _____
4. Seller email: _____ Is the Seller a US Citizen? Yes ____, No ____
5. If signing with a POA, Who is the owner of the property and who will sign as POA? Need copy of POA as well _____
6. Buyer(s) full name: _____
7. Buyer(s) marital status-full name of spouse if applicable: _____
8. Buyer(s) phone number and address: _____
9. Buyer email: _____
10. Address of Property Selling and County: _____
11. Purchase Price: _____
12. Earnest money payment: _____ - Has it been already rendered? _____
13. If the Buyer is financing list the lender and contact info and if any Seller paid closing costs is needed: _____ Lender - _____
14. Are there any specific items being left or sold as a part of the property (washer, dryer, refrigerator, shed, playhouse, anything that is not considered a fixture of the house)

15. What home inspections are being required (Whole house/termite)? _____
16. Possible date for closing and date which Buyer can take possession: _____
17. Do you have a current Mortgage on the Property? If so, name the Mortgagee and give an account number: _____
18. Who will pay for the Purchase and Sale Contract Preparation? (traditionally this is split and paid at closing):

19. Who will pay for Deed Preparation: Seller or Buyer? _____
20. Who will pay for Transfer Tax: Seller or Buyer? _____
21. Will the Seller give the Buyer a credit for the proration of property Taxes to the date of closing? _____
22. Who will pay for the closing cost fees by the title company? _____
23. Who has agreed to pay closing costs, will they be split, or Buyer and Seller will pay typical closing costs and proration of taxes? _____

24. If are a LLC we need your Operating Agreement, if a Corporation we need your Corporate Documents and if a Trust we need your Trust Documents.

Estimated Purchase and Sale Contract Preparation cost will be quoted at the first phone consultation with Attorney. Actual closing fees for the transfer of the property will depend on if the Buyer is paying cash or going with a bank for financing.

Questions call us at 513-424-1660 or email title@middletownlaw.com