

SELLER'S LISTING INFORMATION CHECKLIST

This is a form created by the San Diego Association of REALTORS® and as such is not covered by the C.A.R. User Protection Agreement. This form is intended for use primarily in the San Diego County area.

This checklist is to assist Seller in providing accurate information for the Multiple Listing Service ("MLS"), escrow and Seller proceeds estimates.

Property Address: _____

Date Checklist Completed: _____

Person Completing Checklist: _____

1. TITLE TO PROPERTY

- a. How is title held to your property? _____
- b. If title is held in a trust or other entity, whose signature(s) is/are required to sell? _____

(Please provide a copy of the trust or other entity agreement for escrow and title companies.)

- c. Have all owners signed the listing agreement? Yes No
If not, who has not and what is his/her interest? _____
- d. Is there any side agreement or unrecorded document which affects the ownership? Yes No
If so, please explain: _____
- e. If you purchased the property as a single or unmarried person and are now married, please provide your spouse's full name: _____
- f. If you purchased the property as a married person and are now widowed, unmarried or separated, please provide the following as appropriate (check which document you are providing): Death certificate _____; Judgment or order in divorce/separation agreement _____
- g. Is there a probate pending? Yes No
- h. Are you aware of any problem which could impede the sale, such as a dispute over ownership or proceeds? Yes No
If yes, please explain: _____
- i. Are you aware of any non-conforming uses within the properties existing zoning classification? Yes No
If yes, please explain: _____

2. LOANS AND OBLIGATIONS

- a. First Loan Lender's Name _____ Loan # _____
Lender's Phone _____ Approx. Balance \$ _____
Second Loan Lender's Name _____ Loan # _____
Lender's Phone _____ Approx. Balance \$ _____
- b. Are you delinquent on any loans? Yes No
If yes, amount of delinquency \$ _____
Have you received a Notice of Delinquency or Notice of Default? Yes No
- c. Is there a prepayment penalty on any loan? Yes No
- d. Is there an FHA loan? (30-day FHA interest penalty may apply) Yes No
- e. Are all assessment, HOA dues and property taxes current? Yes No
- f. Is this property subject to a Mello Roos assessment? Yes No
- g. Are you aware of any debt that may affect the sale of the property? Yes No
If yes, please complete the following:
 - IRS or State tax liens on the subject property _____ Approx. Balance \$ _____
 - Judgment or other lien _____ Approx. Balance \$ _____
 - Overdue HOA assessments or dues, or property taxes _____ Approx. Balance \$ _____
 - Revenue and Recovery liens (R&R) such as: _____
 - Child support liens _____ Approx. Balance \$ _____

NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ADEQUACY OF ANY PROVISION IN ANY SPECIFIC TRANSACTION.

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OFFICE USE ONLY

Reviewed by Broker or Designee: _____
 Date: _____

Property Address: _____

Spousal support liens
Other

Approx. Balance \$ _____
Approx. Balance \$ _____

Attach copy of recent payment coupon(s), notice(s) received and most recent tax bill.

3. HOMEOWNER ASSOCIATION

- a. Name of homeowner association (if any) _____
- b. Name of association president _____
- c. President's phone number _____
- d. Name of management company _____
- e. Management company phone number _____
- f. Management company address _____
- g. Management company contact person (if known) _____
- h. Are you aware of any past or present litigation? If so, please explain _____
- i. If there is more than one association, please attach the above information for this association(s) also.

4. TENANT IN PROPERTY

- a. Is there a tenant in the property? Yes No
If yes, when does the lease, rental agreement or extension expire? _____
- b. Is there a lease-option or first right of refusal agreement with the tenant to purchase the property? Yes No
- c. Will tenant cooperate in showings? Yes No
- d. Tenant's name _____
- e. Tenant's phone number _____
- f. Property management company (if any) _____
- g. Property management company phone number _____
(Please attach a copy of landlord/tenant agreement)
- h. Seller shall provide an Estoppel Certificate from tenant.

5. PEST CONTROL INSPECTIONS

- a. Has a pest control inspection and report been ordered? If yes, please provide a copy.
- b. Is there a dollar limit on what you, as Seller, will pay for corrective work (including repairs, fumigation and treatments) for the pest control clearance which should be included in the Purchase Agreement? \$ _____
- c. Are there any structures or improvements you want to exclude from the pest control clearance? Yes No

6. REPORTS

- a. Do you have any physical, geological or other inspection and/or evaluation reports or related documents on your property? Yes No
(If yes, please provide copies)

7. SQUARE FOOTAGE

- a. Do you agree that the square footage measurements provided by the County Assessor's Office may be used for MLS and marketing purposes? Yes No
- b. If you do not agree that the County Assessor's information on square footage may be used, what source do you want to use? _____

8. SPECIAL SHOWING CONDITIONS

- a. Are there any pets, animals or conditions that agents or prospective buyers should be aware of when viewing the property? Yes No
- b. If yes, what measures will you take to ensure the safety of agents and prospective buyers? _____

The statements above are true, correct and complete to the best of my knowledge. Seller(s) acknowledge receipt of a copy of this form.

Date _____

Seller _____

Date _____

Seller _____

OFFICE USE ONLY

Reviewed by Broker or Designee: _____

Date: _____