

Transaction Form Dated: _____

Subject Property address/legal description:

Seller attorney _____ **Email/phone:** _____

Seller attorney provided this document? _____ **By** _____

Seller(s): _____

Phone: _____ **Email:** _____

Phone: _____ **Email:** _____

☐ **Present at closing**

Purchaser attorney _____ **Email/phone:** _____

Purchaser attorney provided this document? _____ **By** _____

Purchaser(s): _____

Phone: _____ **Email:** _____

Phone: _____ **Email:** _____

☐ **Present at closing**

Listing Agent (Seller): _____ **WVREC license #** _____

BROKER/OFFICE - Company: _____ **Broker WVREC license #** _____

Office Address: _____

Office Phone: _____ **Fax No:** _____

Agent Cell: _____ **Email:** _____

Selling Agent (Purchaser): _____ **WVREC license #** _____

BROKER/OFFICE - Company: _____ **Broker WVREC license #** _____

Office Address: _____

Office Phone: _____ **Fax No:** _____

Agent Cell: _____ **Email:** _____

Lender name/email/phone: _____

Commission total: _____ **Listing** _____ % **Selling** _____ %

EMD \$ _____ **Held by:** _____

Any Additional Fees: Amount \$ _____ Payable to: _____

Invoices to be paid at closing and debited from Seller:

Invoices to be paid at closing and debited from Purchaser:

AGENT credit(s) to Seller or Buyer? Yes ☐ No ☐ If yes, please call us to discuss details.