

TITLE COMPANY CLOSING INSTRUCTIONS

TITLE
COMPANY: _____

ESCROW
OFFICER: _____

PHONE#: _____

FAX #: _____

PROPERTY: _____

SELLER AGENT: _____

PHONE #: _____

BROKERAGE: _____

SELLER: _____

PHONE#: _____

BUYER AGENT: _____

PHONE #: _____

BROKERAGE: _____

BUYER: _____

PHONE #: _____

We have been advised that you will be handling the closing for the above referenced transaction.

PLEASE NOTE THE FOLLOWING INSTRUCTIONS REGARDING THE REAL ESTATE BROKERAGE FEES:

A. SALES COMMISSION:

A Sales Commission of _____ % of the sales price of \$ _____ or a flat fee of \$ _____ made payable to **Coldwell Banker West Realty** upon recording.

a. Other Brokerage _____ % or \$ _____

B. BASE BROKERAGE FEE:

A Base Brokerage Fee of **\$195.00** payable to **Coldwell Banker West Realty**
IS _____

IS NOT _____
to be assessed to (Buyer) (Seller) (Both)

PLEASE ISSUE THIS IN A SEPARATE CHECK.

C. HOME WARRANTY:

There

IS _____

IS NOT _____

a Home Warranty being purchased for this property payable out of closing. If one is to be included the premium amount of \$ _____ should be collected. The check should be made payable to and sent to: _____

Home Warranty Company.

Phone #: _____

Fax #: _____

BUYER

SELLER

	<u>BUYER</u>	<u>SELLER</u>
A.		
a.		
B.		
C.		

If there are any questions pertaining to the preceding instructions please notify me as soon as possible to prevent any complications with the closing of the transaction.

Thank You,

Richard Stringham

Principal Broker

Faxed Date: _____

