



CLOSING CHECKLIST

PROPERTY ADDRESS S.FIGUEROA ST., LOS ANGELES, CA 90015

LISTING COMPANY CENTRAL NATIONAL COMPANY INC.
SALESAGENT JAMES, LEBRON
SELLER CURRY, STEPHEN
SELLER'S ATTORNEY POPOVIC, GREGG

SELLING COMPANY BOOCHI LLC
SALESAGENT _____
BUYER JOKIC, NIKOLA
BUYER'S ATTORNEY KAWAII, LEONARD

*** DO NOT FORGET TO NOTIFY OUT-OF-STATE SELLERS OF THE NON-RESIDENT
INCOME WITHHOLDING TAX ***

- ____ 1. EARNST MONEY CHECK
 ☒ A. Deposited/Date December 25th, 2020
 ____ B. Transfer to Closing Attorney
 ____ C. Other _____
- ____ 2. MULTIPLE LISTING SERVICE
Computer
 ____ A. Contingency Pending
 ____ B. Pending
 ☒ C. Sold
____ 3. PUT UP SOLD SIGN
____ 4. REMOVE LOCK BOX
____ 5. ORDER TERMITE INSPECTION
 ____ A. Transfer Termite Bond Protection
 ____ B. Pest Control Protection
 ____ C. Other _____
- ____ 6. PROPERTY INSPECTION (Order any repairs needed)
 ____ A. Appliances
 ____ B. Furniture
 ____ C. Window Treatments
 ____ D. Plumbing
 ____ E. Electric
 ____ F. Roof
 ____ G. Miscellaneous Convey Items
 ____ H. Removal of Non-Convey
 ____ I. Other _____
- ____ 7. ARRANGE TRANSFER OF UTILITIES, ETC.

Jurisdiction: Memphis, TN
Responsibility: Central
National Company Inc.,
Wall Street, NY, U.S.A.
Assessor's Parcel No.:
143-19-445H

✓	UTILITY	COMPANY	CONTACT	DATE
	Electricity			
	Water			
	Sewer/Septic Tank Tap Fee Impact Fee Septic Tank Approval			
	Cable TV			
	Telephone			
	Garbage			
	Gas			
	Mail			
	Security			
	Other			

8. **INSURANCE**

<input checked="" type="checkbox"/>		AGENCY	CONTACT	DATE
	Flood			
	Wind, Storm, & Hail			
	Fire (Hazard)			

9. **LOAN APPLICATION**

<input checked="" type="checkbox"/>		COMPANY	PROCESSOR	DATE
	Loan Assumption Prorate Interest			
	First Mortgage			
	Second Mortgage			

10. **ORDER DEED PREPARATION**

- ☐ A. Name as it should appear on deed _____
☐ B. Does Seller want Buyer's Attorney to prepare deed? _____
☐ C. Does Buyer want Title Insurance? ☒ _____

11. **ORDER SURVEY**

12. **RENTAL INFORMATION**

- ☐ A. Sign Management Agreement/or Withdraw From Rental Program
☐ B. Sign Interest Agreement
☐ C. Lock Box Agreement for Buyer
☐ D. Refund Lock Box Fee to Seller
☐ E. Check with Bookkeeper for Outstanding Bills

13. **CONDOMINIUMS**

- ☐ A. Notify Home Owners Association
☐ B. Transfer Name and Address
☐ C. Outstanding Balance/Prorated Rents
☐ D. Transfer Rent Securities

14. **REVIEW SALES CONTRACT TO BE SURE ALL CONTINGENCIES HAVE BEEN MET**

15. **SELLER SIGN LEASE AGREEMENT IF REMAINING IN HOUSE/CONDO**

16. **CLOSING STATEMENT REVIEW**

- ☐ A. Check Addition and Subtraction
☐ B. Transfer Rent Securities
☐ C. Interest Prorated
☐ D. Earnest Money Transferred to Closing Attorney
☐ E. Go over Closing Statement with Buyer
☐ F. Go over Closing Statement with Seller prior to Closing
☐ G. Termite Inspection fee
☐ H. Reminder: Signed Agency Disclosure

17. **KEYS**

- ☐ A. Get Keys from Seller
☒ B. Give Keys to Buyer

AFTER THE CLOSING

1. **THANK YOU LETTERS TO BUYER AND SELLER. PERIODIC FOLLOW UPS ARE NICE!**

2. **DISBURSE FUNDS**

- ☒ A. Selling Agent
☐ B. Listing Agent
☐ C. Referral

Date JUNE 20th, 2024

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