

TDS - Transfer Disclosure Statement - Very important document

- Is this a CAR document? Is the last version of this document?
- Seller might be exempt from this: Residential above 5 units, REOs, Bankruptcy & some trusts
- Is the property seller occupied?
- What is the age of the roof? This is important
- Is the age of the roof missing or unknown?
- Is there any item not in operating condition?
- Are there any significant defects/malfunctions?
- Is there any environmental hazard?
- Are there any shared features?
- Are there any encroachments, easement or similar matter? This is important
- Are there any room additions, structural modifications made without necessary permits? This is important
- Are there any room additions, structural modifications made not in compliance with building codes? This is important
- Is there any fill on the property?
- Is there any soil problem?
- Is there any settling?
- Are there any flooding, drainage problems? This is important
- Is there any major damage to the property from fire, earthquake, floods or landslides?
- Are there any zoning violations, non conforming uses, violations of setbacks? This is important
- Are there any neighborhood noises?
- Are the CC&Rs?
- Is there a Homeowners' association?
- Is there any common area?
- Is there a notice of abatement or citations?
- Is there any lawsuit?

- Is the document dated?
- Is the document being initiated & signed by the seller?
- Is the document being signed by the seller's agent?
- As a rule of thumb please just mention/bring to our attention only questions that have been marked "Yes" and if marked "Yes" please report us the provided explanation.
- If questions have been marked "yes" but don't have any explanation, it's important to make us aware

SPQ - Seller Property Questionnaire - Very important document

- Is this a CAR document? Is the last version of this document?
- Seller might be exempt from this: Residential above 5 units, REOs, Bankruptcy & some trusts
- Within the last 3 years, the death of an occupant of the Property upon the Property? This is important
- An Order from a government health official identifying the Property as being contaminated by methamphetamine?
- The release of an illegal controlled substance on or beneath the Property?
- Whether the Property is located in or adjacent to an "industrial use" zone?
- Whether the Property is located within 1 mile of a former federal or state ordnance location?
- Whether the Property is a condominium or located in a planned unit development or other common interest subdivision
- Insurance claims affecting the Property within the past 5 years
- Matters affecting title of the Property
- Plumbing fixtures on the Property that are non-compliant plumbing fixtures as defined by Civil Code § 1101.3
- Material facts or defects affecting the Property not otherwise disclosed to Buyer

- Are there Any alterations, modifications, replacements, improvements, remodeling or material repairs on the Property (including those resulting from Home Warranty claims)?
- Are there Any alterations, modifications, replacements, improvements, remodeling, or material repairs to the Property done for the purpose of energy or water efficiency improvement or renewable energy?
- Is there ongoing or recurring maintenance on the Property
- Is Any part of the Property being painted within the past 12 months
- Was the Property built before 1978, If yes, were any renovations (i.e., sanding, cutting, demolition) of lead-based paint surfaces started or Completed (b) If yes to (a), were such renovations done in compliance with the Environmental Protection Agency Lead-Based Paint Renovation Rule. This is important
- Are there Defects in any of the following (including past defects that have been repaired): heating, air conditioning, electrical, plumbing (including the presence of polybutylene pipes), water, sewer, waste disposal or septic system, sump pumps, well, roof, gutters, chimney, fireplace foundation, crawl space, attic, soil, grading, drainage, retaining walls, interior or exterior doors, windows, walls, ceilings, floors or appliances
- Is there The leasing of any of the following on or serving the Property: solar system, water softener system, water purifier system, alarm system, or propane tank(s)
- Is there An alternative septic system on or serving the Property Financial relief or assistance, insurance or settlement, sought or received, from any federal, state, local or private agency, insurer or private party, by past or present owners of the Property, due to any actual or alleged damage to the Property arising from a flood, earthquake, fire, other disaster, or occurrence or defect, whether or not any money received was actually used to make

repairs If yes, was federal flood disaster assistance conditioned upon obtaining and maintain flood insurance on the Property

- Is there Water intrusion, whether past or present, into any part of any physical structure on the Property; leaks from or in any appliance, pipe, slab or roof; standing water, drainage, flooding, underground water, moisture, water-related soil settling or slippage, on or affecting the Property
- Is there Any problem with or infestation of mold, mildew, fungus or spores, past or present, on or affecting the Property.
- Are there Rivers, streams, flood channels, underground springs, high water table, floods, or tides, on or affecting the Property or neighborhood
- Are/have been Past or present pets on or in the Property
- Is there Past or present problems with livestock, wildlife, insects or pests on or in the Property
- Is there Past or present odors, urine, feces, discoloration, stains, spots or damage in the Property, due to any of the above
- Have been Past or present treatment or eradication of pests or odors, or repair of damage due to any of the above
- Are there any Surveys, easements, encroachments or boundary disputes
- Is there Use or access to the Property, or any part of it, by anyone other than you, with or without permission, for any purpose, including but not limited to, using or maintaining roads, driveways or other forms of ingress or egress or other travel or drainage. This is important
- Is there any Use of any neighboring property by you
- Are there any Diseases or infestations affecting trees, plants or vegetation on or near the Property
- Are there Operational sprinklers on the Property (1) If yes, are they automatic or manually operated. (2) If yes, are there any

areas with trees, plants or vegetation not covered by the sprinkler system

- Is there A pool heater on the Property, If yes, is it operational?
- Is there A spa heater on the Property. If yes, is it operational?
- Are there Past or present defects, leaks, cracks, repairs or other problems with the sprinklers, pool, spa, waterfall, pond, stream, drainage or other water-related decor including any ancillary equipment, including pumps, filters, heaters and cleaning systems, even if repaired
- Is the Property being a condominium or located in a planned unit development or other common interest subdivision
- Is there Any Homeowners' Association (HOA) which has any authority over the subject property
- Is there Any "common area" (facilities such as pools, fitness centers, walkways, conference rooms, or other areas co-owned in undivided interest with others)
- CC&R's or other deed restrictions or obligations
- Is there Any pending or proposed dues increases, special assessments, rules changes, insurance availability issues, or litigation by or against or fines or violations issued by a Homeowner Association or Architectural Committee affecting the Property
- Are there any CC&R's or other deed restrictions or obligations or any HOA Committee that has authority over improvements made on or to the Property (1) If Yes to F, any improvements made on or to the Property inconsistent with any declaration of restrictions or HOA Committee requirement (2) If Yes to F, any improvements made on or to the Property without the required approval of an HOA Committee
- Is there Any other person or entity on title other than Seller(s) signing this form

- Are there Leases, options or claims affecting or relating to title or use of the Property
- Are there Past, present, pending or threatened lawsuits, settlements, mediations, arbitrations, tax liens, mechanics' liens, notice of default, bankruptcy or other court filings, or government hearings affecting or relating to the Property, Homeowner Association or neighborhood
- Are there Features of the property shared in common with adjoining landowners, such as walls, fences and driveways, whose use or responsibility for maintenance may have an effect on the subject property
- Are there Any encroachments, easements, boundary disputes, or similar matters that may affect your interest in the subject property, whether in writing or not
- Are there Any private transfer fees, triggered by a sale of the Property, in favor of private parties, charitable organizations, interest based groups or any other person or entity
- Are there Any PACE lien (such as HERO or SCEIP) or other lien on your Property securing a loan to pay for an alteration, modification, replacement, improvement, remodel or material repair of the Property
- Are there any of The cost of any alteration, modification, replacement, improvement, remodel or material repair of the Property being paid by an assessment on the Property tax bill
- Are there any Neighborhood noise, nuisance or other problems from sources such as, but not limited to, the following:
 Neighbors, traffic, parking congestion, airplanes, trains, light rail, subway, trucks, freeways, buses, schools, parks, refuse storage or landfill processing, agricultural operations, business, odor, recreational facilities, restaurants, entertainment complexes or facilities, parades, sporting events, fairs, neighborhood parties, litter, construction, air conditioning equipment, air compressors,

generators, pool equipment or appliances, underground gas pipelines, cell phone towers, high voltage transmission lines, or wildlife

- Are there Any past or present disputes or issues with a neighbor which might impact the use, development and enjoyment of the Property
- Are there any Ongoing or contemplated eminent domain, condemnation, annexation or change in zoning or general plan that applies to or could affect the Property
- Is there Existence or pendency of any rent control, occupancy restrictions, improvement restrictions or retrofit requirements that apply to or could affect the Property
- Are there Existing or contemplated building or use moratoria that apply to or could affect the Property D. Current or proposed bonds, assessments, or fees that do not appear on the Property tax bill that apply to or could affect the Property
- Are there Proposed construction, reconfiguration, or closure of nearby Government facilities or amenities such as schools, parks, roadways and traffic signals
- Are there Existing or proposed Government requirements affecting the Property (i) that tall grass, brush or other vegetation be cleared; (ii) that restrict tree (or other landscaping) planting, removal or cutting or (iii) that flammable materials be removed.
- Are there Any protected habitats for plants, trees, animals or insects that apply to or could affect the Property.
- Was the Property is historically designated or falls within an existing or proposed Historic District
- Are there Any water surcharges or penalties being imposed by a public or private water supplier, agency or utility; or restrictions or prohibitions on wells or other ground water supplies

- Are there Any differences between the name of the city in the postal/mailling address and the city which has jurisdiction over the property
- Is there Any occupant of the Property smoking or vaping any substance on or in the Property, whether past or present
- Is there Any use of the Property for, or any alterations, modifications, improvements, remodeling or material change to the Property due to, cannabis cultivation or growth
- Are there Any past or present known material facts or other significant items affecting the value or desirability of the Property not otherwise disclosed to Buyer
- Is the document dated?
- Is the document being initiated & signed by the seller?
- Is the document being signed by the seller's agent?
- As a rule of thumb please just mention/bring to our attention only questions that have been marked "Yes" and if marked "Yes" please report us the provided explanation.
- If questions have been marked "yes" but don't have any explanation, it's important to make us aware

AVID - Agent Visual Inspection Disclosure - Important Document

- Can you please summarize what has been added for each room/area of the house. The summary needs to be no longer than 1 page
- Is the document dated?
- Is the document being initialed & signed by the seller?

SA - Seller's Affidavit of Non-Foreign Status

- This document is not so important
- This document is not fillable. Just checked if has been signed by all parties

Qualified Substitute

- This document is not so important

Buyer's Affidavit

- This document is not so important

NHD Report - Natural Hazard Disclosure Report - Very Important Document

- Please tell us which items are marked "in" and provide an explanation of what that implies.
- It's important to that If the property is located in a high or very high Hazard severity zone (according to the NHD Report) the FHDS - Fire Hardening and Defensible Space Advisory, disclosure and addendum is required by law. Also an AB38 fire inspection might be required. It is performed by the CalFire department (in the state of California).

Purchase Agreement - PA - Super Important Doc

- Is this a CAR document? Is the last version of this document?
- Is the document dated?
- Is the document being initialed & signed by the buyer?
- Is the document being signed by the buyer's agent?
- Which are the real estate agents involved in this transaction?
- Which are the broker involved in this transaction?
- What is the purchase price?
- How long is the escrow period in number of days?
- When does the offer expire?
- What is the initial deposit amount?
- What is the the increase deposit? If any

- What is the loan amount in \$?
- Is there any additional financing?
- Is there any seller credit? If yes for what?
- Is the proof of fund being marked attached to the offer or not?
- Is there any approval or pre-approval being marked attached to the offer or not?
- When is the loan contingency due in numbers of days after offer acceptance?
- When is the appraisal contingency due in numbers of days after offer acceptance?
- When is investigation of property condition due in number of days after offer acceptance?
- Which contingencies are kept and which are removed? The contingency removal has being marked attached?
- Can you go over allocation of cost by all the marked items? Who pay for what?
- Are some documents marked attached?
- Is the purchase agreement is signed and fully executed? Are there counter offer attached? If yes, is the counter offer sully signed & ratified?
- Is a pre approval letter attached to this offer? If yes outline the terms in a clear & concise way.
- Are the disclosures cover being provided?
- Please outline the terms of this transaction in a simple and concise way.

AD - Disclosure Regarding Real Estate Agency Relationships - Not so important

- Is the document being signed?
- It's important that the document is there but not super important

BIA - Buyer Inspection Advisory - Not so important

- Is the document being signed?
- It's important that the document is there but not super important
- Buyers needs to be advised to schedule inspections to better assess the condition of the house

LPD - Lead-based paint and lead-based paint hazards disclosure, acknowledgment and addendum for pre-1978 built housing sales

- Was the house built before 1978? If yes this form is required.
It's very important that is there

HOA Document - Important Doc

- Is the house located in an HOA? If yes HOA documents are required

Home inspection - Important Doc

- When the inspection was performed?
- Was the inspection performed by a licensed professional?
- How is the roof condition of the house?
- What is the siding condition of the house?
- How the foundation looks by the outside?
- Are the any leaks detected in the inspection report? If yes elaborate
- How is the electrical panel?
- How are the foundation (from the inside)?
- Did the inspector crawl under the house and in the attic? If not it's a problem, the inspection is incomplete
- How is the plumbing? Which material?
- What is the condition of flooring, wall, windows?
- Is there a sprinkler system?
- Is there any stain?
- How is the kitchen?

- Are there CO2 detectors & smoke detectors installed?
- Is the floor sloped?
- Is there a popcorn ceiling?
- Please summarize the report in a 1 or 2 page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items

Pest inspection - Important Doc

- When was the inspection performed?
- Was the inspection performed by a licensed professional?
- Is there an active infestation? If yes, which type of pest?
- Is there dry rot? If yes where?
- Are there termites or wood beetles?
- Are foundations & attic space blocked off from any pest access?
- How is the roof condition of the house?
- What is the siding condition of the house?
- Are there any leaks detected in the inspection report? If yes elaborate
- How are the foundations (from the inside)?
- Did the inspector crawl under the house and in the attic? If not it's a problem, the inspection is incomplete
- What is the condition of flooring, wall, windows?
- Does the inspection report provide an estimate for what needs to be fixed at the end? If not it's a problem
- Please summarize the report in a 1 or 2 page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items. Provide a price to fix each item based on the the estimates provided at the end of the report

Roof inspection - Important Doc

- When was the inspection performed?
- Was the inspection performed by a licensed professional?
- How old is the roof?
- Which materials were used to build the roof?
- What is the expected residual life of the roof?
- Was it professionally built?
- Are there gutters?
- Are there gutter guards?
- How is the flashing?
- How is the roof condition of the house?
- Are there any leaks detected in the inspection report? If yes elaborate
- Did the inspector crawl in the attic? If not it's a problem, the inspection is incomplete.
- Please summarize the report in a 1page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items.

Foundation inspection - Important Doc

- When was the inspection performed?
- Was the inspection performed by a licensed professional?
- Are there any leaks detected in the inspection report? If yes elaborate
- How are the foundations (from the inside)?
- Which is the foundation type?
- Are the foundations cracked? Are there vertical or horizontal cracks or both?
- Are the pillars leaning or split in half or both? If so problem
- Is there any pest activity? Past, present?
- Is there standing water?
- Is there a vapor barrier? Explain the benefit of it?

- Is there a sump pump?
- Did the inspector crawl under the house? If not it's a problem, the inspection is incomplete
- Is the floor sloped?
- Please summarize the report in a 1 or 2 page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items

Sewer lateral inspection - Important Doc

- When was the inspection performed?
- Was the inspection performed by a licensed professional?
- Are there any leaks detected in the inspection report? If yes elaborate
- Is the system functioning properly? Are there any root infestations?
- Please summarize the report in a 1 or 2 page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items

Septic inspection - Important Doc

- When was the inspection performed?
- Was the inspection performed by a licensed professional?
- Was the septic pumped?
- Which type of septic system is installed? Explain pros and cons of the install system type
- Is the septic system functioning correctly?
- Is the septic system failing?
- What is the material of the septic system?
- How old is the septic system?
- Is the septic system sized correctly?

- Are there any leaks detected in the inspection report? If yes elaborate
- Is the system functioning properly? Are there any root infestations?
- Please summarize the report in a 1 or 2 page summary report. It needs to be explained in a very easy way and cover all the action items & hazardous items

SBSA - Statewide Buyer & Seller Advisory

- This document is not so important
- This document is not fillable. Just checked if has been signed by all parties

MCA - Market Conditions Advisory

- This document is not so important
- This document is not fillable. Just checked if has been signed by all parties

WFA - Wire Fraud Advisory

- This document is not so important
- This document is not fillable. Just checked if has been signed by all parties

TA - Trust Advisory

- This document is not so important but needed if property is in a trust
- This document is not fillable. Just checked if has been signed by all parties

REO - REO Advisory

- This document is not so important but needed if property is an REO
- This document is not fillable. Just checked if has been signed by all parties

SFLS - Square Foot and Lot Size Advisory - Important

- What is the SQFT of the house and the lot?
- This is important and needs to be there

Prelim - Preliminary Title Report - Super Important

- How old is the document?
- Who ordered it?
- Who put it together?

Ownership Verification:

- Who is the legal owner of the property?
- Are there any discrepancies in the property's ownership history?

Legal Descriptions and Boundaries:

- Does the legal description in the report match the actual property and its boundaries?
- Are there any discrepancies or conflicts with neighboring properties?

Liens and Encumbrances:

- Are there any liens (e.g., mortgages, tax liens, mechanics' liens) against the property?
- Are there any encumbrances or easements affecting the property, and how do they impact the property use?

Restrictions, Covenants, and Conditions (CC&Rs):

- What are the specific restrictions, covenants, and conditions affecting the property?
- How do these restrictions impact the intended use of the property?

Legal Actions and Judgments:

- Are there any pending legal actions, judgments, or claims against the property that could affect its title?

Taxes and Assessments:

- Are there any delinquent property taxes or assessments on the property?
- What are the current property tax obligations, and are they up to date?

Easements and Rights of Way:

- Are there any recorded easements or rights of way that could affect the property's use or future development?

Title Insurance Considerations:

- What specific title insurance policies are recommended based on the PRELIM findings?
- Are there any title insurance exceptions noted that could impact the property's coverage?

Accuracy of the Document:

- Are all the documents and records mentioned in the PRELIM accurate and current?
- Have there been any recent changes or transactions not reflected in the report?

Zoning and Use Restrictions:

- What is the property's current zoning classification, and are there any restrictions that could affect your intended use?
- Are there any city or county ordinances that could impact the property?

LA - Listing Agreement - Important Doc

- Is this a CAR document? Is the last version of this document?
- Is the document dated?

Duration of the Agreement:

- How long is the listing agreement in effect, and what are the start and end dates?
- Is there an option to extend the agreement, and under what conditions?

Listing Price and Terms:

- What is the agreed listing price for the property?
- Are there specific terms and conditions attached to the listing price that need to be understood?
- Broker's Compensation:
- What is the agreed commission or fee for the broker, and how is it structured?
- Under what circumstances is the commission payable, and are there any conditions that could affect this payment?

Items Excluded and Included in the Sale:

- Are there specific fixtures or personal property items that are excluded or included in the sale?
- How are leased or not owned items, such as solar panels or alarm systems, handled in the agreement?

Use of Multiple Listing Service (MLS):

- Will the property be listed on the MLS, and what are the implications for marketing and exposure?
- Are there options or requirements for opting out of the MLS, and what would be the impact on selling the property?

Public Marketing and Advertising:

- What methods and mediums of marketing and advertising will be used?
- How will the property be presented online, including photographs and virtual tours?

Broker and Seller Duties:

- What are the specific responsibilities of both the broker and the seller as outlined in the agreement?
- How will offers be presented and negotiated?
- Security, Showings, and Open Houses:
- How will the property be secured during showings or open houses?
- Are there specific instructions or restrictions regarding showings?

Agency Relationship and Dual Agency:

- What is the nature of the agency relationship between the seller and the broker?
- How will potential dual agency situations be handled?

Dispute Resolution:

- What mechanisms are in place for resolving disputes that may arise between the seller and the broker?
- Is mediation or arbitration required before taking legal action?

Additional Terms and Conditions:

- Are there any additional terms or conditions that are specific to this agreement or property sale?
- How are alterations or amendments to the agreement handled?
- Please outline the terms of this transaction in a simple and concise way.