

# Checklist - Sales Contract

## In-House Docs

- ☐ Taylor/Anne Arundel Properties Disclosures - For Buyers

## Required Docs

- ☐ Copy of Earnest Deposit Check
- ☐ Exclusive Buyer/Tenant Representation Agreement (MAR)
- ☐ Financing Addendum (FHA, VA or Cash/Conv. Fin.) and Appraisal Contingency (if cash or conv.)
- ☐ Lender Letter (Pre-Approval) OR Proof of Funds
- ☐ MLS Printout
- ☐ Notice to Buyer and Seller of Buyers Rights and Sellers Obligations
- ☐ Prince Georges County Disclosure Notice and Addendum
- ☐ Regional Sales Contract
- ☐ Residential Property Disclosure and Disclaimer Statement

## Conditional Docs

- ☐ Disclosure of Licensee Status Addendum
- ☐ Earnest Deposit Confirmation from Title Company
- ☐ For Sale By Owner Forms
- ☐ Ground Rent Disclosures
- ☐ HOA/Condo Disclosures
- ☐ Lead Paint Disclosures