



## NEW CONSTRUCTION CHECKLIST

This is my:  Listing  Sale

Sale Associate: \_\_\_\_\_

Address: \_\_\_\_\_ County: \_\_\_\_\_

Seller / Buyer Name: \_\_\_\_\_

MLS: \_\_\_\_\_

Title Company: \_\_\_\_\_

Closing Date: \_\_\_\_\_

### LISTING

Please Submit in the order Listed Below

- 1 Listing Agreement
- 2 Wire Fraud Prevention Notice - WFPN

### PENDING

Please Submit in the order Listed Below

- 1 Builders Purchase Contract & Addenda
- 2 Escrow Letter Letter
- 3 HUD / Copies of Commission Checks (At Closing)
- 4 Wire Fraud Prevention Notice - WFPN
- 5 Broker/Agent Registration with Builder
- 6 DA

I / WE FULLY UNDERSTAND INCOMPLETE PACKAGE WILL NOT BE APPROVED