

Seller's Contract to Closing Checklist

Closing Attorney: _____

Date/Time to close: _____

Address: _____

Directions: _____

(NOTE: Please remember that **you will not receive your proceeds from this sale at the closing table**. The attorney must first record your deed before he can disperse the funds. It will be later in the day or the next Business before your funds are available to you. (If we are going directly to another closing on your next property, arrangements can be made.)

_____ please initial here acknowledging that you know your funds will not be dispersed to you until the new deed is recorded.

Inspections to be done on your home:

Mechanical/Structural: _____

Date/Time to be done: _____

Termite: _____

Date/Time to be done: _____

Any Other Inspections: _____

Date/Time to be done: _____

Repairs: You have agreed to have the following repairs before closing: _____

Repairs paid outside of closing or cost or repairs to attorney? _____

Transfer of Utilities:

Be sure to transfer all the utilities out of your name as of the date of closing!
Please see the enclosed "Transfer of Utilities" sheet.

Please remember to bring the following items to closing:

- _____ All **KEYS**, to the property, mailbox, pool, padlocks, etc.
- _____ All **REMOTE CONTROLS**, for garage, gate, ceiling fans, gas logs etc.
- _____ Any **WARRANTIES or OWNER'S MANUALS** (You may leave these in the house).
- _____ Instructions and **CODES to SECURITY SYSTEM**, if applicable.
- _____ Other: _____

Additional Information: _____

**David Henderson, Broker NC/SC
ABR, ASP, CNHS, CDPE, CRS
The Charlotte Lake Group**