

## Vacant Land Escrow Checklist

**Agent Name:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Buyer(s):** \_\_\_\_\_

**Seller(s):** \_\_\_\_\_

<i>N/A</i>	<i>In File</i>	<i>For</i>	<i>Where</i>	<i>Form</i>
<input type="checkbox"/>	<input type="checkbox"/>	B or S	WS	1 Escrow Disbursement Authorization Form
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	2 Vacant Land Purchase Agreement, ZF-VLPA, including C.A.R. forms AD-2, PRBS, & BIA
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	3 Confirmation of Real Estate Agency Relationships, ZF-AC
<input type="checkbox"/>	<input type="checkbox"/>	B or S	WS	4 Addendum to Agency Disclosure
<input type="checkbox"/>	<input type="checkbox"/>	S	ZF	5 Vacant Land Listing Agreement, ZF-VLL, including C.A.R forms AD & SA
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	6 Counter Offer(s), ZF-CO 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	7 Addendum(s), ZF-ADM 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	8 Contingency Removal, ZF-CR
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	9 Receipt From Escrow for Earnest Money Check Deposit
<b><u>Disclosures</u></b>				
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	10 Statewide Buyer & Seller Advisory, ZF-SBSA
<input type="checkbox"/>	<input type="checkbox"/>	B	ZF	11 Market Conditions Advisory, ZF-MCA
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	12 Seller Property Questionnaire for Vacant Land, ZF-VLQ
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	13 Buyers Vacant Land Additional Inspection Advisory, ZF-BVLIA
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	14 FIRPTA, ZF-AS-1
<input type="checkbox"/>	<input type="checkbox"/>	B or S	ZF	15 Notice Of Your "Supplemental" Property Tax Bill, ZF-SPT
<input type="checkbox"/>	<input type="checkbox"/>	B or S	WS	16 Consumer Information Acknowledgement Form (booklets to email to client are found on website)- optional
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	17 Natural Hazards Report (NHD) Signature Pages
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	18 Misc. & All Other Agent Disclosures
<b><u>Reports + Inspections</u></b>				
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	19 Preliminary Report with Acknowledgement of receipt on cover page
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	20 Natural Hazards Report, NHD
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	21 Other Inspection Report(s) (report and cover page with acknowledgement)
<input type="checkbox"/>	<input type="checkbox"/>	B	ZF	22 Buyer's Inspection Elections, ZF-BIE
<b><u>Condos + Properties in HOAs</u></b>				
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	23 Common Interest Disclosure, if Condo/PUD (and cover page with acknowledgement)
<input type="checkbox"/>	<input type="checkbox"/>	B or S	N/A	24 CC+Rs, HOA Budget, Financial Statement, and Mtg Minutes From Previous 12 Months (and cover page w/acknowledgement)