

Vacant Land Escrow Checklist

Agent Name: _____
Property Address: _____
Buyer(s): _____
Seller(s): _____

N/A	In File	If Rep	Where	Form
	<input type="checkbox"/>	B/S	WS	1 Traditional Escrow Checklist (<i>this form</i>)
	<input type="checkbox"/>	B/S	WS	2 Escrow Disbursement Authorization Form
	<input type="checkbox"/>	B/S	ZF	3 Vacant Land Purchase Agreement, ZF-VLPA, including C.A.R. forms AD-2, PRBS, & BIA
	<input type="checkbox"/>	B/S	ZF	4 Disclosure Regarding Real Estate Agency Relationship, ZF-AD (<i>from other side of transaction</i>)
	<input type="checkbox"/>	B/S	WS	5 Addendum to Agency Disclosure
<input type="checkbox"/>	<input type="checkbox"/>	S	ZF	6 Vacant Land Listing Agreement, ZF-VLL, including C.A.R forms AD & SA
<input type="checkbox"/>	<input type="checkbox"/>	B/S	ZF	7 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/S	ZF	8 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/S	ZF	9 Contingency Removal, ZF-CR
	<input type="checkbox"/>	B/S		10 Receipt From Escrow for Earnest Money Check Deposit
<u>Disclosures</u>				
	<input type="checkbox"/>	B/S	ZF	11 Statewide Buyer & Seller Advisory, ZF-SBSA
	<input type="checkbox"/>	B/S	ZF	12 Market Conditions Advisory, ZF-MCA
<input type="checkbox"/>	<input type="checkbox"/>	B/S	ZF	13 Seller Property Questionnaire for Vacant Land, ZF-VLQ
	<input type="checkbox"/>	B/S	ZF	14 Buyers Vacant Land Additional Inspection Advisory, ZF-BVLIA
	<input type="checkbox"/>	B/S	ZF	15 FIRPTA, ZF-AS-1
	<input type="checkbox"/>	B/S	ZF	16 Exempt Seller Disclosure, ZF-ESD
<input type="checkbox"/>	<input type="checkbox"/>	B/S		17 Misc. & All Other Agent Disclosures
<u>Reports + Inspections</u>				
<input type="checkbox"/>	<input type="checkbox"/>	B	ZF	18 Buyer's Inspection Elections, ZF-BIE
	<input type="checkbox"/>	B/S		19 Preliminary Report (<i>report and cover page with signed acknowledgement</i>)
	<input type="checkbox"/>	B/S		20 Natural Hazards Report (NHD), <i>including signature pages</i>
<input type="checkbox"/>	<input type="checkbox"/>	B/S		21 Other Inspection Report(s) (<i>report and cover page with signed acknowledgement</i>)
<u>Condos + Properties in HOAs</u>				
<input type="checkbox"/>	<input type="checkbox"/>	B/S	ZF	22 Common Interest Disclosure, ZF-NCEI- if Condo/PUD (<i>disclosure and cover page with signed acknowledgement</i>)
<input type="checkbox"/>	<input type="checkbox"/>	B/S		23 CC+Rs, HOA Budget, Financial Statement, and Mtg Minutes From Previous 12 Months (<i>and cover page with signed acknowledgement for all documents</i>)