

New Sale VACANT LAND Checklist		ECOE:
Subdivision:		Listing Expiration Date
Property Address:		Contingency Removal Date:

Form / Document	Buyer 1	Buyer 2	BUYER AGENT	Seller 1	Seller 2	SELLER AGENT	COMPLETE
CLR New Sale Take Sheet							
CLR Commission Memorandum							
MLS Agent Detail List – 2 column							
VLPA - (AD, PRBS, WFA, BVLIA, CCPA)							
Seller Counter Offer: ☐ 1 ☐ 2 ☐ 3 ☐ 4 (SCO) Buyer Counter Offer: ☐ 1 ☐ 2 ☐ 3 ☐ 4 (BCO)							
ADM-11 ☐ 1 ☐ 2 ☐ 3 ☐ 4							
AD ☐ Buyer ☐ Seller							
Vacant Land Questionnaire							
CR ☐ CR#2 ☐ CR#3 ☐ CR#4 ☐							
RFR (Rec. for Reports)							
Preliminary Title Report							
NHD Report							
Escrow Instructions: _____							
Commission Demand from Escrow Broker							
Escrow Deposit Receipt Trust / Log / BW							
Escrow Ack. RPA-CA pg 10							
Escrow Amendments: ☐ 1 ☐ 2 ☐ 3 ☐ 4							
FIRPTA							
HOA Document Rec. Approval							
Golf Membership (if applicable)							