



Important Dates and Information

Property Address

Effective Dates of contract:

Option Period Begins:

(date)

Option Period Ends:

(date)

Earnest Money Amount:

Additional Earnest Money?

Due Dates of additional Earnest Money

Survey Due Date

Who is Responsible for Ordering the Survey?

Financing Approval Date:

Closing Date:

Possession Date:

Title or Escrow Company
(Name/Contact Person/
Phone/Fax
Email)

The above dates are from our interpretation of the subject Contract and are not intended to be binding on any parties thereto. If there are any conflicts with our interpretation, please let us know. **(I would suggest emailing these dates to all parties involved.)**



Sellers

If you are selling your home, you should call/email your utility companies a week before closing to set up the transfer of the account and disconnect your service. Make sure to give the utility companies your move out date. I suggest adding 2 days on to that date; often times closing documents get postponed because the documents might not be ready. It is a hassle to go back and have to re-call/e-mail the utility companies, so it is better to add a couple days beforehand. Afterward, notify the buyer you have done this. They cannot put in a connect notice until this is done.

Remember to cancel homeowners insurance, but make sure it has closed and funded before canceling.

Buyers

If you are buying a home, you should call or email the utility company to notify them of your pending move at least a week before your actual move-in date. If you wait until two days before you move in, you run a big chance of waiting on the utility company to schedule a re-connect until a couple days after you move in, thus leaving you without utilities for the first few days in your new home.

Most utility companies will not transfer the service until the seller has notified to have the utilities disconnected.

Also, buyers must have homeowners insurance before closing. Please contact your insurance agent and give them the name of the title company so that the title company can include it on the final contract. Mortgage companies will not close unless the home is insured.



Utility Companies' Contact Information

Local Electric Company Contact Information

Name: _____
Phone: _____
Website: _____

Local Gas Company Contact Information

Name: _____
Phone: _____
Website: _____

Local Water Company Contact Information

Name: _____
Phone: _____
Website: _____

Local Cable Company Contact Information

Name: _____
Phone: _____
Website: _____