



Funding Checklist (Sales)

Agent Name **Date of Closing**

***** This request must be forwarded to The Michael Group office five (5) business days before the closing in order to guarantee that commissions will be disbursed at closing*****

- New Construction
- Information about brokerage services
- Fully executed contract
- Sellers Disclosure Notice
- Homeowner Association Addendum (if applicable)
- Lead Based Paint Addendum (if applicable)
- Fully executed Water District Notice MUD (if applicable)
- Copy of Settlement Statement (HUD) after closing
- Copy of MLS printout (of your listing) after closing

Commission Disbursement for Title Co.

Property Address, City,State,Zip

GF #

Seller Name	Buyer Name
_____	_____
Title Company	Name of Closer
_____	_____
Title Company Address	Title Co. City,State,Zip
_____	_____
Title Company Phone Number	Title Company Fax Number
_____	_____
\$ _____	x _____ % = _____
Sales Price	Gross Commission

All funds disbursed by The Michael Group will be mailed unless otherwise stated.