

Critical Date Checklist

Seller: _____ Seller File:

Buyer: _____ Buyer File:

Property Address: _____

Escrow Company: _____ Escrow Phone: _____


Escrow Officer: _____ Email: _____

Co-Op Agent Name: _____ Company: _____

Phone: _____ Email: _____

Co-Op Agent Assistant: _____ Phone: _____

Email: _____ Closing Date: _____

ACTIONS	DEADLINE	DATE COMPLETED	
Loan Application Deadline	_____	_____	_____
Contract Acceptance Deadline/Time	_____	_____	_____
Earnest Money Deposit Deadline	_____	_____	_____
Inspection Deadline	_____	_____	_____
Inspection Resolution Deadline	_____	_____	_____
Sellers Property Condition Disclosure Deadline	_____	_____	_____
Title Document Delivery Deadline	_____	_____	_____
Title Review/Objection Deadline	_____	_____	_____
HOA Document Delivery Deadline	_____	_____	_____
HOA Document Objection Deadline	_____	_____	_____
Appraisal Objection Deadline	_____	_____	_____
Appraisal Resolution Deadline	_____	_____	_____
Loan Approval Deadline	_____	_____	_____
Closing Date	_____	_____	_____
Buyers Possession Date	_____	_____	_____
	_____	_____	_____
Listing Start Date	_____	_____	_____
Listing Expiration Date	_____	_____	_____
Existing Home Sale Contingency	_____	_____	_____
	_____	_____	_____

NOTES: _____
