

ERA MARTIN AND ASSOCIATES
Closing Form (Revised 4/10/2015)

Address: _____
MLS #: _____ Contract Date: _____ Crest #: _____
Sell Price \$ _____ Date Closed: _____
Financing: Conv. _____ FHA _____ VA _____ Cash _____ Other _____
Commission Rate: _____ % Gross Commission: _____
In house closing Yes _____ No _____ Company Commission: _____
(In house = 2 ERA Martin Realtors)
Listing Company: _____ Listing Agent: _____
Selling Company: _____ Selling Agent: _____
Co-Op Agent's Address (Outside Brokerage Only): _____

Home Warranty: Yes _____ No _____ COMPANY: _____
Who sold the Home Warranty: _____
Wayne Martin Scholarship: _____
Retirement Plan:
Seller Side: Yes _____ No _____ \$ _____
Buyer Side: Yes _____ No _____ \$ _____
Was this a 10K: Yes _____ No _____ Commercial: Yes _____ No _____

Referral: List: _____ Sale: _____ Company: _____ %
Referring Agent: _____

Seller's Name/New Address: _____
Buyer's Name/New Address: _____

Listing Agent (in-house only) _____ Selling Agent (in-house only) _____ Manager _____

Remarks from Manager: _____

Has commission check been deposited: Yes _____ No _____
WesBanco: _____ Fifth Third: _____ Vinton County Bank: _____

Please fax a copy stamped deposit slip _____, copy of check _____, along with copy of HUD and this closing form and any referral information needed.

Are the commission checks to be returned by: Picked up: _____ Mailed: _____

This form must be filled out completely, contain both the Agent and Managers signatures, ERA Crest Number and be accompanied by a HUD Statement before Accounting will cut checks.

FAX CLOSING FORM, HUD, DEPOSIT SLIP/COPY OF CHECK TO 740-775-6169