

WORKSHEET FOR REAL ESTATE SETTLEMENT

SELLER _____ BUYER _____
 PROPERTY ADDRESS _____
 SETTLEMENT DATE _____ DATE OF PRORATION _____
 LEGAL DESCRIPTION _____

	SELLER		BUYER		BROKER	
	Debit	Credit	Debit	Credit	Debit	Credit
1 Selling Price						
2 Deposit paid to						
3 Trust Deed, Payable to						
4 Trust Deed, Payable to						
5 Trust Deed, Payoff to						
6 Interest on Loan Assumed						
7 Title Ins. Premium						
8 Abstracting: Before Sale						
9 After Sale						
10 Title Exam by						
11 Recording: Warranty Deed						
12 Trust Deed						
13 Release						
14 Other						
15 Documentary Fee						
16 Certificate of Taxes Due						
17 Taxes for Preceding Year(s)						
18 Taxes for Current Year						
19 Tax Reserve						
20 Special Taxes						

21 Personal Property Taxes						
22 Hazard Ins. Prem. Assumed						
23 Premium for New Insurance						
24 Hazard Ins. Reserve						
25 FHA Mortgage Ins. Assumed						
26 FHA Mortgage Ins. Reserve						
27 Loan Service Fee (Buyer)						
28 Loan Discount Fee (Seller)						
29 Interest on New Loan						
30 Survey, and/or Credit Report						
31 Appraisal Fee						
32 Water and/or Sewer						
33 Rents						
34 Security Deposits						
35 Loan Transfer Fee						
36 Loan Payment Due						
37 Broker's Fee						
SUBTOTALS						
Balance due to/from Seller						
Balance due to/from Buyer						
TOTALS						