

Assistance Option Paperwork/Closings

**Are You Currently
A FSBO Advertiser?
Yes or No**

For Sale By Owner (FSBO) has an assistance option program to assist you in All Areas of the Real Estate Process. FSBO has arranged discounted pricing through our referral network of recommended settlement companies. We are able to offer these huge savings to our clients because of the volume of business. Below is a list of the locations available to our clients or you may pick the most popular choice – Your Home. You may have the Settlement Company come to your home. If you would like to take advantage of our discounted services, please list the location that best serves you and whether a morning appointment, afternoon appointment or early evening appointment works best for you.

PLEASE CIRCLE THE LOCATION YOU PREFER

IN VIRGINIA

At My Home

Spotsylvania

Arlington

Fairfax

IN MARYLAND

Crofton

Silver Spring

IN DC

DC

Closing Day!

You are trying to:
do walk-through,
finish packing,
deal with the movers,
clean the house,
the kids are running around.
Don't stress & Sit in Traffic.
For Only \$100 more per Seller
and Buyer (per trip),
you can request that the
Closing Be At Your Home.
**Our Clients Rave About
This Service.**

(Please select two time frames labeled as 1st and 2nd choice)

Close At Your Home Service ___ Yes___ or ___ No___

Day you Prefer to Write Contract _____

Morning (between 8-11am) _____

Afternoon (between 12pm – 4 pm) _____

Evening (between 5pm – 7 pm) _____

Saturday (very limited) _____

Upon completion of the entire packet, you may fax back to FSBO Services. FAX: 866/485-9310. From there, FSBO will call to set up your Appointment. After your appointment, the For Sale By Owner Services Closing Department & the Settlement Company will take over. We will get everything ordered to get you to closing. If we need anything along the way, we will call you.



Assistance Option!

SERVING VIRGINIA, MARYLAND AND DC
WE TAKE THE FEAR OUT OF SELLING YOUR OWN HOME
WE WILL BEAT ANY COMPETITOR!
Call 703/551-4757, 540/582-5777

First: You Do What You Do Best...

1. **Prepare Your Home for Market.**
(Make it as attractive as possible.)
2. **Advertise it! Show it! And Secure a Buyer.**
(If you can show it - You can sell it!)
3. **Unlimited Phone Support** throughout the process for any questions or concerns you may have.
4. **Then Call us** when you have a Buyer to have the contract process started. **We will do the rest. All You Have To Do Is Pack.**

Consists of All Areas of the Real Estate Process Including Unlimited Phone Assistance, Paperwork to Closing (Excellent Closing Rates) The Realtors charge 3% for this... we charge \$475.00*

Se Habla Espanol
703/551-4757

Then: Our Closing Department Will Do What We Do Best...

1. **Coordinate completion of appropriate paperwork.**
(As agreed upon by you and your buyer.)
2. **Assist in meeting requirements of Purchase Agreement, as in inspections, reports & other items.**
3. **Facilitate communication between buyer and seller to help prevent disputes from arising.**
4. **Assist in meeting the requirements of the closing agent in connection with the closing on behalf of Seller & Buyer.**
5. **See that the details are handled so you don't have to and to bring your sale to closing.**



If: A Realtor brings you a Buyer, Call Us If...

1. **You and your buyer are interested in our closing services. We have a Referral Network of Settlement Companies offering extremely reduced fees to our clients.**

CLOSE-AT-YOUR-HOME Voted #1 Service *Door-to-Door Settlements*

You are trying to pack, deal with the movers, clean the house, the kids are running around....
Don't Stress & Don't Sit in Traffic to Get to Closing.

Call for Details 703/551-4757

PLEASE NOTE: FSBO will assist you in locating a settlement company from our Referral Network of Settlement Companies.
* Cost if using the recommended settlement company
* Does not include your closing costs.

Your Cost
\$475.00*

ASSISTANCE OPTION AGREEMENT

THE PARTIES HERETO ACKNOWLEDGE THAT FSBO SERVICES CANNOT REQUIRE ANY PARTY TO UTILIZE, AND CANNOT RECOMMEND TO ANY PARTY, THE SERVICES OF ANY ONE SPECIFIC COMPANY IN CONNECTION WITH THE PURCHASE, SALE AND/OR SETTLEMENT OF A DWELLING. THE UNDERSIGNED ARE AWARE OF OTHER COMPANIES OR PERSONS AVAILABLE TO PROVIDE CLOSING, SALE AND/OR SETTLEMENT SERVICES AND HEREBY AGREE THAT THE SPECIFIC COMPANY(S) OR PERSON(S) SET FORTH HEREIN HAVE BEEN SELECTED BY THE UNDERSIGNED, AS AN EXPRESSION OF THEIR DESIRE AND FREE CONSENT, HAVING MADE SUCH A SELECTION BASED ON NUMEROUS FACTORS, AFTER BEING INFORMED OF THIS DISCLOSURE IN WRITING TO EACH OF THEM AND AFTER HAVING FULL KNOWLEDGE OF THE NAMES AND LOCATIONS OF POSSIBLE ALTERNATE CHOICES OF COMPANIES AND/OR PERSONS PROVIDING SIMILAR SERVICES AND THE ESTIMATED FEES AND COSTS THAT THEY WOULD CHARGE.

Seller(s) Sign Here: _____ Date: _____

(Spouse:) _____ Date: _____

Buyer(s) Sign Here: _____ Date: _____

(Spouse:) _____ Date: _____

We have selected (Circle):

FSBO Preferred Title or FSBO Title

May we suggest if you have children - select our very popular service where the Settlement Company comes to your home. Our clients love the service for only \$100 more from seller & buyer per trip – you are able to focus, while the kids can play.

**FSBO SETTLEMENTS
ASSISTANCE OPTION CLOSING INSTRUCTIONS**

Fax to: 866/485-9310

Phone: 703/551-4757 or 540-582-5777

Date Submitted: ___/___/___

Selling (Buyer) Agent (If Applies)

Listing (Seller) Agent (If Applies)

Company: _____
Agent: _____
Phone: _____ Cell: _____
Fax: _____
Commission: _____ Fee: _____
Address: _____
City: _____
Assistant: _____

Company: _____
Agent: _____
Phone: _____ Cell: _____
Fax: _____
Commission: _____ Fee: _____
Address: _____
City: _____
Assistant: _____

Buyer Lender Information

Seller Property Information

Loan Amount: _____ Interest Rate _____ %
Loan Type: Conv. Ins. / Conv. Un-ins / FHA / VA /
Other: _____ (Circle one)
1st Trust:
Lender: _____
Address: _____
City, State, Zip: _____
Loan Officer: _____
Phone: _____ Fax: _____
Processor: _____
Phone: _____ Fax: _____

2nd Trust:
Lender: _____
Address: _____
City, State, Zip: _____
Loan Officer: _____
Phone: _____ Fax: _____
Processor: _____
Phone: _____ Fax: _____

Property Address: _____
City/State/Zip: _____
County: _____
Legal description: Lot/Block _____ Section _____
Phase _____ Condo Unit #: _____ Prk. Space #: _____
Subdivision/Condo: _____
Sales Price: \$ _____ Year Built: _____
Year Purchased: _____ Owner title ins. Policy? Y / N
Circle What Applies:
Water Supply: Public/Well Hot Water: Oil/Gas/Electric
Sewage Supply: Public/Septic # BR
A/C: Oil/Gas/Electric/Heat Pump
Heating: Oil/Gas/Electric/Heat
Pump/Other: _____

Tentative Closing Date: ___/___/___
Earnest Money Deposit: \$ _____

Is Home Warranty Being Offered? Y / N
If Yes to the Home Warranty, have you already
signed up or do you need us to sign you up?
Already / Need to sign up

Buyer

Seller

Buyer 1 Name: _____
Buyer 1 SSN: _____
Buyer 1 Office Phone _____

Seller 1 Name: _____
Seller 1 SSN: _____
Seller 1 Office Phone _____

FSBO Settlements

Buyer 1 Cell Phone: _____
 Buyer 2 Name: _____
 Buyer 2 SSN: _____
 Buyer 2 Office Phone _____
 Buyer 2 Cell Phone: _____
 Home Phone: _____
 Marital Status: _____
 E-Mail: _____

Seller 1 Cell Phone: _____
 Seller 2 Name: _____
 Seller 2 SSN: _____
 Seller 2 Office Phone _____
 Seller 2 Cell Phone: _____
 Home Phone: _____
 Marital Status: _____ E-Mail: _____
 Seller Current Address: _____

Buyer's Address:

Seller Forwarding Address:

WHAT CONVEYS?

Conveys			Conveys			Conveys			Conveys		
Yes	No	Item	Yes	No	Item	Yes	No	Item	Yes	No	Item
í	í	Stove or Rang	í	í	Disposer	í	í	Window Treatments	í	í	Exhaust Fan(s)
í	í	Cooktop	í	í	Freezer	í	í	Ceiling Fan(s) #	í	í	Alarm System
í	í	Wall Oven(s)	í	í	Window Fan(s) #	í	í	Washer	í	í	Intercom
í	í	Refrigerator(s) #	í	í	Window A/C Units #	í	í	Dryer	í	í	Storage Shed(s) #
í	í	w/ ice maker	í	í	Pool, Equip. & Cover	í	í	Furnace Humidifier	í	í	Garage Opener(s) #
í	í	Dishwasher	í	í	Hot Tub, Equip & Cover	í	í	Electronic Air Filter	í	í	w/ remote(s) #
í	í	Built-in Microwave	í	í	Shades and/or Blinds	í	í	Central Vacuum	í	í	Playground Eqmnt
í	í	Trash Compactor				í	í	Water Softener	í	í	Wood Stove
									í	í	Fireplace Screen

HAVE CHILDREN - Opt to close at your home – where you can focus and the kids can play.

ANY CONTINGENCIES? (Example: Sale of Home, Etc.)

Seller Payoff Information

1 st Trust:	2nd Trust
Lender Name: _____	Lender Name: _____
Lender Phone: _____	Lender Phone: _____
Lender Fax: _____	Lender Fax: _____
Loan / Account Number: _____	Loan / Account Number: _____
Type of Loan: _____	Type of Loan: _____

Service Information

Home Inspection? Y / N _____	Survey Required? Y / N Determined by Attorney
Radon Test? Y / N _____	
Lead-Based Paint? Y / N _____	Other Required? Y / N Determined by Attorney
Termite? Yes _____	

Purchaser Hazard Insurance (If known):

Company: _____
 Phone: _____
 Fax: _____
 Account Number: _____

Seller's Home Owner's Association (HOA):

Name: _____
 Phone: _____
 Fax: _____
 Contact: _____

Home Warranty:

Name: _____
 Phone: _____
 Fax: _____
 Contact: _____

Other:

Company: _____
 Contact: _____
 Phone: _____ Cell: _____
 Fax: _____
 Purpose: _____

Please furnish copy of previous title insurance policy

Note: This information is provided to assist in preparation of the Binding Sales Contract. This form is NOT a Binding Contract to purchase the home; however it is a binding contract for hiring our services. A \$500 Penalty is charged in addition to the (\$475 Assistance Option Fee and/or \$100 close at home fee) if either Party negates this agreement. The fee will be immediately due and payable by the breaching party. We also understand and are in agreement that if our contract to purchase the above property is cancelled for any reason, both Sellers and Buyers will be responsible for any and all expenses incurred in processing our transaction (example: title search, survey, termite inspection, etc.).

By signing below, We, the Seller(s) and Buyer(s) understand and are in agreement with all the provisions of this Assistance Option Agreement. By signing below we authorize any lender of ours to accept this executed letter by fax or copy thereof, to send pay-off or financial information to the settlement company so requesting.

X _____ Seller signature	X _____ Buyer signature
X _____ Seller signature	X _____ Buyer signature

HAVE CHILDREN - MAKE YOUR DAY LESS STRESSFUL –
Opt to close at your home – where you can focus and the kids can play.

CREDIT CARD PAYMENT AUTHORIZATION

Please Complete & Fax Back to 866-485-9310!!

I, _____ do hereby authorize For Sale By Owner Services to place the following amount of \$ _____ on my **Visa / Mastercard** to add the below service(s) to my account:

_____.

I understand that there are NO REFUNDS – No Exceptions and have read the attached terms that may also be found on www.gotofsbo.com.

My charge card # is _____

VISA OR MASTERCARD ONLY PLEASE

CREDIT CARD Billing Address _____

City, State, Zip _____

Charge Card Expiration Date is _____.

3 Digit Number on Back of Card: _____

My Authorization Signature: _____

All signage deposits and lockbox deposit are refunded within 6 weeks – upon return of all rented items.