



VISION REALTY & INVESTMENT SERVICES, INC.

437 W. Wilshire Blvd, Ste D, Oklahoma City, OK 73116 Phone (405) 600-6262 Fax (405) 600-6272

CLOSING SERVICES AGREEMENT

Vision Realty offers closing service to help guide you through the closing process. Our closing department takes great care and diligence to ensure accuracy and completeness of all contracts and closing documents.

Client Name _____ Phone _____

Property Address: _____

This Agreement is: ___ a stand alone agreement ___ part of the following Broker Agreement

_____ signed on _____, 20____.

Terms of Agreement. The Broker and undersigned client hereby agree to the following:

Vision Realty charges a transaction closing fee for each party represented in a residential real estate closing.

Client will be charged a Transaction fee ___ At Closing, or ___ Outside of Closing.

1. Client agrees to pay a Transaction Closing Fee of **\$250** per transaction for the following services offered:
2. Vision Realty may coordinate closing arrangements and relay information to all parties.
3. Vision Realty may relay any delays or changes in closing arrangement to all parties.
4. Vision Realty will inspect all contracts and related documents to ensure accuracy.
5. Vision Realty will inspect all closing document to ensure accuracy and completeness.
6. Vision Realty may request corrections on any documents that contain errors and provide revised or updated documents to all respective parties.
7. Vision Realty will inspect all signatures to ensure compliance with laws and regulations.
8. Vision Realty may provide access to the property and may attend your final walk-through.
9. Vision Realty may attend your closing to ensure process and to answer any questions you may have, if necessary.
10. Broker strongly recommends that Client seek the advice of a CPA, Attorney, or other qualified professional for any clarity or understanding needed regarding real estate contracts.
11. Vision Realty is not responsible for errors in documents processed by other parties.

Contract & Closing Documents

Below is a list of documents that may be part of your transaction. Please take great care and dilligence to ensure that you have read and understand all documents that are part of your transactions. Our closing agents will inspect each of these documents for accuracy and completeness.

Contract Documents

Property Entry Disclaimer
 Buyer Signed Offer Contract
 FNMA Pre Offer Addendum
 Multiple Offer Notification
 Notice of Treatment & Repairs
 Property Condition Disclosure
 Property Condition Disclaimer
 Defective Drywall Disclosure
 Confirmation Disclosure (Cover Page)
 Mold Presence Disclosure
 Lead Paint Disclosure
 Financial Supplement Agreement
 Estimated Cost to Buyer / Seller
 Broker Disclosures
 Seller Counter Offer to Contract
 Buyer Counter to Seller Counter Offer
 Corporate Sales Addendums

Closing Documents

Transaction Contact Information Sheet
 Contract Extension
 Property Inspection Report
 Oklahoma Termite Report
 Insurance Binder
 Repair Estimates
 Release of Contingency
 Appraisal Report
 Survey (Mortgage Inspection Certificate)
 Title Commitment
 Wiring Instructions
 Settlement Statement HUD1
 Revised Settlement Statement HUD1
 Closing Acknowledgement & Release
 Title Company Closing Documents
 Copy of Deed

