

ESCROW DISBURSEMENT REQUEST

An Escrow Disbursement case will only be opened if all information and documentation requested on this form is submitted in its entirety. Attach additional pages as necessary. In the event that the dispute is heard by the Commission, all agents and brokers may be required to appear before the Commission at one of its regularly scheduled meetings.

The following information must be supplied for EACH Seller and EACH Buyer

LISTING AGENCY INFORMATION

Seller's Name _____
Seller's Current Address and Phone _____
Designated Agent's Name and Phone _____
Listing Broker's Name and Phone _____
Listing Company's Name and Phone _____

SELLING AGENCY INFORMATION

Buyer's Name _____
Buyer's Current Address and Phone _____
Designated Agent's Name and Phone _____
Selling Broker's Name and Phone _____
Selling Company's Name and Phone _____

Amount of Deposit _____ Amount of Promissory Note _____
Municipal Address of Property _____
Scheduled Closing Date _____ Date that you first determined or had knowledge that a dispute existed as to the ownership or entitlement of this deposit _____

Did Buyer make application for loan on the terms as stipulated in the contract? Yes No
Did Buyer make application for loan within time limits stipulated in the contract? Yes No
Was loan approved on terms and within time limits as stipulated in the contract? Yes No

Were inspections made within time frames established in the contract? Yes No
Were any repairs requested in inspection report? Yes No
Was repair request submitted to seller in a timely manner? Yes No
Did Seller respond to repair request within established time frames? Yes No

Briefly describe the basis of this dispute

INCLUDE COPIES OF THE FOLLOWING (and any other relevant documents)

- Written statements from all agents involved
- Purchase agreements and addendums
- Property Condition Disclosure Forms
- Property Inspection reports and responses
- Loan Denial letters
- Written notification to all of the parties and licensees involved of the fact that a dispute exists.

SUBMITTED BY _____ DATE _____
Signature of submitting broker