

Agent Checklist for Relocation Offer on a BVO/GB0

TRANSFEEE DOES NOT SIGN THE CONTRACT

Relocation Transaction between Compass Relocation and Buyer

Please send all documents to the Compass Relocation Consultant as ONE package

X	Document	Must be included in Package
	Sale Contract must list Compass Relocation Group as the Seller, and Each and Every page must be initialed by the buyer.	
	Addendum to Purchase Agreement : All pages must be initialed by the buyer.	
	The Sale Contract must indicate that the Addendum to Purchase Agreement is part of the contract.	
	Exclusion Clause - please sign and return to Compass Relocation Consultant along with the listing agreement and any state disclosures	
	Earnest Money : Provide a copy to the Compass Relocation Consultant.	
	State Disclosures : All pages must be initialed by the buyer.	
	Compass Disclosures : All pages must be initialed by the buyer.	
	Pre-qualification Letter : Required if financing; Case Sale - provide verification of funds required.	
	Inspection : All pages of Inspections must be initialed by the buyer.	

Morreale Real Estate Services will select the Local Closing Partner.

Your Compass Relocation Consultant will provide once identified.