

# SELLING

Selling Price	\$
<b>Real Estate Commissions + H.S.T.</b> If sold by a Buyers Agent they will receive a portion of the above commission as per Listing Contract	\$
<b>Legal Fees</b> (including all applicable taxes)	\$
<b>Mortgage penalties and/or fees</b> (if applicable)	\$
<b>Property tax</b> (pro-rated as of July) \$_____ total (depending on completion date) \$_____ per year	\$ Credit or Debit
<b>Strata Property</b> - (Maintenance fees) depending on completion date, will be adjusted on completion. - Plus any special assessments to be paid prior to completion date or in trust for future work - if applicable.	\$
<b>Rental Property</b> If tenant stays, depending on completion date, monthly rent & damage deposit + interest will be adjusted on the completion date. Will go to the new owners.	\$
Oil Tank, Repairs, Painting, Clean Up, etc	\$
Other:	\$
<b>Total:</b>	\$

**Fortunato Pagliaro**  
 604.518.9778  
[www.fpagliaro.com](http://www.fpagliaro.com)



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## THINGS TO DO AFTER YOUR PROPERTY IS SOLD FIRM

### COMPLETION DATE

#### **Real Estate Lawyer:**

- ◆  To transfer monies and clear title

#### **Financing:**

- ◆  Payout of mortgage if applicable

### PRIOR TO POSSESSION DATE

#### **Property Insurance:**

- ◆  Notify your property insurance agency to cancel Property Insurance or Content Insurance for strata properties as of Possession Date

#### **Moving Company:**

- ◆  Arrange moving company for Possession Date (if applicable), leave enough time to clean your home after home is vacant

#### **Strata Property:**

- ◆  Call the management company to inform of sale and cancellation of maintenance fee as of Possession Date
- ◆  Call Fortunato if there is any new Strata Minutes or any other information concerning the Strata Lot and Building prior to Completion and Possession Date so we can forward the information to the Buyers
- ◆  Reserve elevator for moving out day (if applicable)

#### **Hydro & BC Gas:**

- ◆  Call anytime after sale & let them know you will no longer be the owners as of the Possession date

#### **Television, Telephone and Internet:**

- ◆  Cancel as of moving out date or earlier

#### **Change of address:**

- ◆  Set up with Post Office

#### **Tenanted Property:** (Vacant Possession)

- ◆  Give notice to the tenants to vacate the property as per the Sales Contract and the Strata Property Act

#### **Tenanted Property:** (Tenants to stay after Possession)

- ◆  Damage Deposit plus interest to be given to new owners as per Sales Contract

#### **Maintenance & Repairs:**

- ◆  Have all repairs completed prior to Completion Date as per Sales Contract
- ◆  Clean and remove all debris from the Home and Property

### POSSESSION DATE

- ◆  Make sure the home and property is cleaned of all debris
- ◆  Leave alarm code, appliance manuals, etc. at the property for the new buyers as per the Sales Contract
- ◆  Have all keys ready for Fortunato to pick up prior to Possession Date
- ◆  Fortunato will deliver all keys to the new Buyers or the Selling Agent



# NOTES

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**Fortunato Pagliaro** - Sutton - Centre Realty - 3010 Boundary Road, Burnaby, BC, V5M 4A1

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