

CO-OP PURCHASE CLOSING CHECKLIST

Closing Date:		<i>Bank Attorney Contact information:</i>
Closing Requirements:		
Confirmation Letters		<i>Seller's Attorney Contact Information:</i>
Commitment from Bank		
Recognition Agreements (* to be sent to Transfer Agent)		
Closing Coss from Transfer Agent		
Closing Statement Worksheet		
Blank Gains Tax Form		
All Bills		Transfer Agent:
Lien Search (*Request Continuation Lien Search prior to closing if bank is involved)		
Board Approval Letter		
Photo ID		
1099 Tax for for Cash Deals		Client:
Offering Prospectus		
Miscellaneous:		

