

Checklist – Maryland BUYER Contract

This is a list of commonly used forms. Transactions vary, so please call the office if you have questions.

Related Party or Financial Interest? ☐ Yes or ☐ No			
Resale Contract ☐	New Home Contract ☐	Short Sale ☐	Foreclosure ☐

Date	Agent:
Property Address: Street	
City	State Zip
MLS #	Listing Price:
Sales Price:	Settlement Date:
Date of Ratification:	

Settlement Co & Contact Info:

Mortgage Co & Contact Info:

Required for Sales Contracts:

- ☐ Form 1003: Understanding Whom Real Estate Agents Represent
- ☐ Form 1004: Consent for Dual Agency
- ☐ Form 1341: Buyer Broker Agreement
- ☐ Form 1318: Important Information for the Purchase of Real Estate
- ☐ Form 1346/HUD92564: For Your Protection: Get a Home Inspection - *initialed by Buyer*
- ☐ Form 1301: GCAAR Contract **-OR-** Form RCOS: MAR Sales Contract
- ☐ Form 1332: Addendum of Clauses- A **-AND/OR-** Form 1339: Addendum of Clauses-B
- ☐ Form 1342: Notice of Buyer's Right to Property Condition Disclosure or Disclaimer
- ☐ Form 912: Property Disclosure/Disclaimer Statement - *Provided by seller/listing agent*
- ☐ Form 911: Inclusions/Exclusions Disclosure - *Provided by seller/listing agent*
- ☐ Form 1312(GCAAR)/Form 1322(MAR): Montgomery County Jurisdictional Addendum
- ☐ Form CMA: CMA Notice
- ☐ Copy of MRIS Listing and Public Tax Record
- ☐ Copy of Earnest Money Deposit Check -Held by

IF Applicable:

- ☐ Form 1302: Addendum for Seller to Pay Buyer Broker Compensation
- ☐ Earnest Money Deposit to RA (Maryland only) - Check no. Amount
- ☐ Form 1367(GCAAR)/EABSE(MAR): Escrow Agreement - *if title company is holding EMD*
- ☐ Financing Contingency Addendum: FHA, VA, Conventional, USDA, or Co-op
- ☐ Form 900: Government Regulations, Easements, and Assessments Disclosure & Addendum (REA)
- ☐ Form 932: Utility Cost and Usage History Form
- ☐ Form 907A: Federal (**and** MD Form 908) Lead Paint Disclosure (Homes Built Prior to 1978)
- ☐ Form 875: Buyer Acknowledgement of Offer Terms
- ☐ Form 922: Condo Addendum **-OR-** Form 904: HOA Addendum (Plus 1324 Delivery Acknowledgment)
- ☐ Form PIA: Property Inspection Addendum (for MAR Contracts)
- ☐ Form 1344/NPPIAC: Home/Property Inspection Notice (and copy of Report(s)) - *may have multiple*
- ☐ Well, Septic, Radon, WDI, LBP Inspection contingency addenda for MAR or GCAAR
- ☐ Form 1010/DOLS: Disclosure of Licensee Status - *if related or financial interest*
- ☐ Form 915: FSBO Authorization to Show
- ☐ Form 1370/NCRLS: Contractor License Status Verification
- ☐ Other:

Paperwork copies submitted to: ☐ RA Office ☐ Title Company ☐ Lender

