



WAGNER OEHLER, LTD.
Legal & Title Services

1801 Greenview Drive SW Ste 102
Rochester, Minnesota 55902
PHONE: (507) 288-5567
FAX: (507) 288-5589

REAL ESTATE SALE/PURCHASE INTAKE FORM

This form is to be used by individuals buying and selling residential real estate without the assistance of a realtor. This is a not a purchase agreement and cannot be used to substitute for a written purchase agreement.

When completed, deliver this form to Wagner Oehler, Ltd. at the address above or email to Becky Henry at becky.henry@wagnerlegalmn.com. You can expect a completed purchase agreement ready for signatures within 1-2 business days.

The cost to prepare a purchase agreement is \$400.00.

BUYER AND SELLER INFORMATION

Name(s) and Address of Seller(s) <small>*Include spouse's name even if only one spouse is in title.</small>	Name(s) and Address of Buyer(s)
Phone Number: Email:	Phone Number: Email:
Phone Number: Email:	Phone Number: Email:

(attach additional pages as necessary)

How did you hear of us?	
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PROPERTY INFORMATION

Address of Property	Type of Property
<hr/> <hr/> <hr/> <hr/> <hr/>	<input type="checkbox"/> Existing Home <input type="checkbox"/> Condo <input type="checkbox"/> Town Home <input type="checkbox"/> New Construction <input type="checkbox"/> Commercial <input type="checkbox"/> Vacant Land <input type="checkbox"/> Rental Property <input type="checkbox"/> Manufactured Home

Sale Information	Property Information
Purchase Price: _____ Earnest Money: _____ Buyer Paying: <input type="checkbox"/> Cash <input type="checkbox"/> Contract for Deed <input type="checkbox"/> Financing Preferred Closing Date: _____ Inspection Contingency: <input type="checkbox"/> Yes <input type="checkbox"/> No Other inspections, if any: <input type="checkbox"/> Well <input type="checkbox"/> Septic <input type="checkbox"/> Lead Paint <input type="checkbox"/> Radon <input type="checkbox"/> Other Purchase Agreement Fee (\$350): <input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Split	Does Seller have Abstract of Title? <input type="checkbox"/> Yes <input type="checkbox"/> No Home built before 1978? <input type="checkbox"/> Yes <input type="checkbox"/> No Well on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No Private Septic on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No Please list all personal property to be included in the sale (stove, refrigerator, furniture, etc..) _____ _____ _____ Water Softener: <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> No Liquid Fuel Tanks: <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> No City Sewer: <input type="checkbox"/> Yes <input type="checkbox"/> No City Water: <input type="checkbox"/> Yes <input type="checkbox"/> No Home Protection/Warranty: <input type="checkbox"/> Yes <input type="checkbox"/> No

Financing Information	Notices
<p>Seller (Current Mortgage Information) Name of Lender: _____ Social Security Numbers: _____ _____</p> <p>BUYER (if obtaining financing). Name of Lender: _____ Loan Officer: _____ Type of Loan: <input type="checkbox"/>FHA <input type="checkbox"/>Conventional <input type="checkbox"/>VA <input type="checkbox"/>Other: _____ Loan Amount: _____</p>	<p>If the sale involves a townhome or condominium, the Seller must provide copies of the Declaration, Bylaws, and budget for the association along with a Common Interest Community Resale Disclosure Certificate.</p> <p>Taxes are typically pro-rated, which means that the Seller pays taxes for the time period prior to closing and the buyer pays taxes from the time period after closing.</p> <p>Taxes will be pro-rated: <input type="checkbox"/>Yes <input type="checkbox"/>No Assessments will be pro-rated: <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>If the home is served by fuel, oil, or propane, the amount remaining in the tank at closing may be purchased by the Buyer or included in the sale price. Please indicate which: <input type="checkbox"/>Include in sale <input type="checkbox"/>Purchased Separately</p>

Closing Agent:

*Buyer and Seller **can** use Wagner Oehler, Ltd. as the title company and closing agent for both parties if they both agree.*

Buyer's Title Company: _____

Seller's Title Company: _____

THIS IS NOT A PURCHASE AGREEMENT AND CANNOT BE USED AS ONE. SEND THIS FORM TO WAGNER OEHLER, LTD. TO PREPARE A PURCHASE AGREEMENT. NEITHER SELLER NOR BUYER ARE OBLIGATED TO SELL OR PURCHASE UNLESS A PURCHASE AGREEMENT IS SIGNED BY ALL PARTIES.

Any additional notes that you would like included in the Purchase Agreement:

Wagner Oehler, LTD.

1801 Greenview Drive SW, #102
Rochester, Minnesota 55902

Phone: (507)-288-5567

FAX: (507)-288-5589

Website: www.wagnerlegalmn.com

Other Information:

Yes No Have you been a party to a divorce since you purchased this property?

Yes No Have you married?

Yes No Have you filed for bankruptcy since you purchased this property?

Yes No Have any judgments been filed against you in the past ten years?

If you, please explain: _____

Yes No Are you an exchanger in a 1031 tax deferred exchange?

Yes No Will you be signing your Closing Documents at our office?

If no, address for overnight mail: _____

Yes No Is there a well located on the property?

Yes No Have you prepaid your 2024 property taxes?

Yes No Is there a manufactured home/mobile home on the property?

Yes No Is there a septic system located on the property?

If yes, do you have a Compliance Certificate? Yes No

Note: many counties now require a compliance certificate at the point of sale.

Yes No Have you received notice of any assessments for the property?

Yes No Do you have an Abstract of Title or previous title policy for this property?

If so, where is it? _____