



Seller (Listing) Agent Information Sheet

Subject Property Address: _____

Seller Name(s): _____

Seller Email: _____ Seller Phone: _____

Listing Agent Name: _____ Listing Agency Name: _____

Agent Email: _____ Agent Phone: _____

If you have a transaction coordinator or admin that needs to be copied on communication, please list them below.

Admin Name: _____ Admin Email: _____

Will there be a transaction or realtor fee for this closing? [] YES [] NO

If marked YES, what is the amount of the fee: _____

Are there any Seller Paid Closing Costs for this closing? [] YES [] NO

If marked YES, what is the amount of the SPCC: _____

COMMISSIONS

Commission Paid to Listing Agent: \$ _____ OR % _____

Commission Paid to Selling Agent: \$ _____ OR % _____

Realtor Commission TOTAL: \$ _____ OR % _____

Does your firm provide a Disbursement Authorization for your commission? [] YES [] NO

(We must receive your DA at least 3 days prior to Closing)

How will you be receiving your commission: [] In-Office Check Pickup [] Wire [] Overnight Check(\$35)

If overnighting check, where are we sending it? _____

NOTE: Our firm does NOT charge a fee to wire Agent commissions. To receive your commission via wire, please email ian@wzlawgroup.com to receive our firm wire form.

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