

**Real Estate Documents List**  
**Easy HUD 4.0**  
 July 29, 2010

All Documents are customizable and new forms can be added.

**Common Real Estate Documents**

<b>Category</b>	<b>Template name</b>	<b>Template Purpose</b>	<b>Last Change Date</b>
<b>Invoices</b>	Invoice-Purchase	Invoice-Purchase	May 3, 2010
	Invoice-Refinance	Invoice-Refinance	May 3, 2010
	Invoice-Sale	Invoice-Sale	May 3, 2010
	List of Services	List of Services	May 3, 2010
<b>Letters</b>	Attornment	Letter to be given to tenants by new owner	May 3, 2010
	Buyer's Review to Seller's Attorney	Buyer's Attorney review of contract	May 3, 2010
	Closing Date Notice	Closing Date Notice	May 3, 2010
	County Recording	Filing Transmittal Letter	May 3, 2010
	File Notice Settle	Filing Transmittal Letter	May 3, 2010
	General Letter	General Letter	May 3, 2010
	General Letter - Lender	General Letter to Lender	July 29, 2010
	Mortgage Broker Fee Request	Mortgage Broker Fee Request	May 3, 2010
	Mortgage Broker Payment	Mortgage Broker Payment	May 3, 2010
	Mortgage Payoff 1 <sup>st</sup> Mtg	Mortgage Payoff 1 <sup>st</sup> Mortgage	May 3, 2010
	Mortgage Payoff 2 <sup>nd</sup> Mtg	Mortgage Payoff 2 <sup>nd</sup> Mortgage	May 3, 2010
	Mortgage Payoff Req 1 <sup>st</sup> Mtg	Mortgage Payoff Request 1 <sup>st</sup> Mortgage	May 3, 2010
	Mortgage Payoff Req 2 <sup>nd</sup> Mtg	Mortgage Payoff Request 2 <sup>nd</sup> Mortgage	May 3, 2010
	Realtor 1 Payment	Realtor 1 Payment	May 3, 2010
	Realtor 2 Payment	Realtor 2 Payment	May 3, 2010
	Standard Letterhead	Standard Letterhead	May 3, 2010
	Surveyor Payment	Surveyor Payment	May 3, 2010
	Tax Payment	Tax Payment	May 3, 2010
	Title Order	Title Order	May 3, 2010
	Title Payment	Title Payment	May 3, 2010
Title Run Down Req	Title Run Down Request	May 3, 2010	
Title Update	Title Update	May 3, 2010	
Water Reading Req	Water Reading Request	May 3, 2010	

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	Wire Instructions	Wire Instructions to Lender	July 29, 2010
<b>Power of Attorney</b>	Authorization to Close Title	Letter Authorizing Attorney to Close Title on Behalf of Client	May 3, 2010
	General Durable Power of Attorney	General Durable Power of Attorney	May 3, 2010
	General Power of Attorney with Substitute	General Power of Attorney with Substitute	May 3, 2010
	Revocation	Revocation by Principal of POA	May 3, 2010
	Sale or Purchase	POA for Real Estate Transfer	May 3, 2010
<b>Resolutions</b>	Corp-Mortgage & Purchase	Resolution by Corp for Mortgage/Purchase	May 3, 2010
	Corp-Sale	Resolution by Corp for Sale of Property	May 3, 2010
	LLC-Sale	Resolution by LLC for Sale of Property	May 3, 2010
	Resolution-LLC-Mortgage & Purchase	Resolution by LLC for Mortgage/Purchase	May 3, 2010
<b>Retainer Agreements</b>	Retainer Agreement	Retainer Agreement for Representation-Full Services	May 3, 2010
	Retainer No Contract	Retainer Agreement for Representation-Post Contract Signing	May 3, 2010

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**NJ Specific Real Estate Documents**

Category	Template name	Template Purpose	Last Change Date
<b>Acknowledgements</b>	Entity-Deed-Proof of Subscribing Witness	Entity Subscribing Witness Acknowledgement for Proof of Deed	May 3, 2010
	Entity-Deed	Entity Acknowledgement for Proof of Deed	May 3, 2010
	Entity-Other than Deed	Entity Acknowledgement for Proof of Document other than Deed	May 3, 2010
	Entity-Other-Proof of Subscribing Witness	Entity Subscribing Witness Acknowledgement for Proof of Document other than Deed	May 3, 2010
	Individual-Deed	Individual Acknowledgement for Proof of Deed	May 3, 2010
	Individual-Other Than Deed	Individual Acknowledgement for Proof of Document other than Deed	May 3, 2010
<b>Affidavit Consideration</b>	Aff Con Buyer (Legal Size)	RTF-1EE - Affidavit of Consideration for Buyer	May 3, 2010
	Aff Con Seller (Legal Size)	RTF-1 Affidavit of Consideration for Seller	July 29, 2010
<b>Affidavits</b>	Aff Title Corp Buy (Legal Size)	Affidavit of Title Corp for Purchase	May 3, 2010
	Aff Title Corp Sale (Legal Size)	Affidavit of Title Corp for Sale	May 3, 2010
	Aff Title Estate Sale (Legal Size)	Affidavit of Title Estate for Sale	May 3, 2010
	Aff Title Ind Buy (Legal Size)	Affidavit of Title Ind for Purchase	May 3, 2010
	Aff Title Ind Sale (Legal Size)	Affidavit of Title Ind for Sale	May 3, 2010
	Aff Title LLC Buy (Legal Size)	Affidavit of Title LLC for Purchase	May 3, 2010
	Aff Title LLC Sale (Legal Size)	Affidavit of Title LLC to Sale	May 3, 2010
	Surv Aff Mort	Surv Affidavit for Purchase	May 3, 2010
	Surv Aff Sale	Surv Affidavit for Sale	May 3, 2010
	<b>Contracts</b>	Residential Contract	Residential Purchase Contract
<b>Deeds</b>	Deed Entity (Legal Size)	Deed Entity for Sale of Property	May 3, 2010
	Deed Estate (Legal Size)	Deed by Estate for Sale of Property	May 3, 2010
	Deed Individual (Legal Size)	Deed by Individual for Sale of Property	May 3, 2010
	Deed Quitclaim (Legal Size)	Deed – with no representations of the grantor	July 29, 2010
<b>Realty Transfer Fee</b>	Sel Res Cert Exemp	GIT/REP-3: Seller's Residency Certification/Exemption	June 8, 2010
	Sel Non Res Prepay	GIT/REP-2: Nonresident Seller's Tax Prepayment Receipt	June 8, 2010
	Sel Non Res Tax	GIT/REP-1: Nonresident Seller's Tax Declaration	June 8, 2010
	Sel File Waiver	GIT/REP-4: Waiver of Seller's Filing Requirements	May 3, 2010

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	Sel File Waiver1	GIT/REP-4a: Waiver of Seller's Filing Requirement of GIT/REP Forms and Payment for Corrected Deed with no consideration	May 3, 2010
<b>Notice of Settlement</b>	Notice of Settlement	Form to Filed before Closing	May 3, 2010

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**NY Specific Real Estate Documents**

<b>Category</b>	<b>Template name</b>	<b>Template Purpose</b>	<b>Last Change Date</b>
<b>Affidavit</b>	FIRPTA	Certificate of Non Foreign Status	May 3, 2010
	General	General Affidavit	May 3, 2010
	No-Consideration	Affidavit for transfer of property without consideration	May 3, 2010
<b>Deeds</b>	Deed Bargain-and-Sale-with-Covenants(Legal Size)	Deed for transfer of property with covenants of grantor	May 3, 2010
	Deed Quitclaim(Legal Size)	Deed for transfer of property with no representations of the grantor	May 3, 2010