

## WASHINGTON FORMS CHECKLIST

This checklist represents the most common Real Estate Forms for WA State buying and selling agents. Keep in mind that there are usually other forms that come into play during the transaction; however, the ones listed below will almost always need to be included.

For questions regarding forms, and/or contracts, please contact your managing broker/broker for review.

Also, be sure to save all texts, emails, receipts, contracts, documents and other communications regarding your transactions per WAC 308-124C-105.

### Buyer's Agent

#### Common forms for writing an offer:

- Form 21 Purchase and Sale
- Form 22A Financing
- Form 35 Inspection
- Form 22 D Optional Clauses
- Form 22 J Lead Based Paint (*Use only if house was built prior to 1978*)
- Form 22 K Identification of Utilities (*Unless seller has filled one out ahead of time*)
- Law of Agency Pamphlet

### Seller's Agent

#### Common forms for listing a house:

- Form SAR-ELA (Exclusive Right to List)
- Form 17 (Seller Disclosure)
- Form 22 K Identification of Utilities
- Form 22 J Lead Based Paint (*Use only if house was built prior to 1978*)

### Other Less Common WA State Forms:

- Form 22 S Septic Addendum (*For houses with private septic*)
- Form 22 R Well Addendum (*For houses with private well*)
- Form 34 Blank Addendum (*Useful for changing an individual part of an offer without the whole*)
- FIRPTA (*For use if the seller is a non-resident alien*)

Contact **Matt Bayley** with questions. 509-489-7000 x1018 or [mbayley@kellyright.com](mailto:mbayley@kellyright.com)