

REQUIRED AND RECOMMENDED FORMS FOR THE DISTRICT OF COLUMBIA

Greater Capital Area Association of REALTORS®, Inc.

This list is intended to be used as a reference and is not inclusive of all the forms which might be needed or required for every transaction. "Required" indicates needed by statute or recommended by industry standard.

I- LISTINGS

	FORM	DATE
Exclusive Right to Sell/Listing Agreement for Improved Real Property (required)	910	3/04
Jurisdictional Addendum Listing for the District of Columbia (required)	910B	5/01
* Inclusions/Exclusions Disclosure (required)	910A	6/03
* Seller's Disclosure Statement (required, if applicable)	104	7/99
* Federal Lead Paint Disclosure (required with pre-1978 properties)	500	7/01
+ Agency Disclosure and Real Estate Transactions in the District of Columbia pamphlet *REVISED	DCREC	4/03
Disclosure of Brokerage Relationship (sample copy)	143	
Disclosure of Dual Representation (sample copy)	130	
Disclosure of Use of Designated Representative (sample copy)	132	
Regional Sales Contract (sample copy)	103	9/99
DC Jurisdictional Addendum to Regional Contract (sample copy)	114	11/03
Estimated Sellers Net Worksheet	153	2/93
+ MRIS Residential Profile Sheet	MRIS001	
+ Protect Your Family From Lead in Your Home (required with pre-1978 properties)	EPA	
+ Home Warranty Application (accepted or waived)		
+ What Everyone Should Know About Equal Opportunity in Housing pamphlet	NAR	
Other forms:		
Wash. DC Condo Addendum to Regional Contract (sample copy, if applicable)	122	1/97
Cooperative Addendum for use with the Regional Contract (sample copy, if applicable)	126	5/00
Addendum of Clauses (sample copy)	1332A/B	2/00
Certificate of Resale (required if self managed Condo Assoc.)	157	4/94
Pre-Settlement Limited Access Agreement	1307	3/04
Pre-Settlement Occupancy Agreement	127	12/89
Post-Settlement Occupancy Agreement	1309	5/03
+ Tenant first right of refusal forms (single family/2-4 units/5+units)		

+ THESE FORMS ARE NOT AVAILABLE ONLINE FROM GCAAR. PICK THEM UP AT YOUR OFFICE OR FROM THE GCAAR STORE.

* DISCLOSURES TO BE LEFT AT THE PROPERTY FOR PROSPECTIVE BUYERS

II- BUYER CONSULTATION

	FORM	DATE
A Real Estate Licensee's Role in Conducting Real Estate Transactions pamphlet	DCREC	8/99
Disclosure of Brokerage Relationship (required if representing Seller)	143	
Disclosure of Dual Representation (sample copy)	130	
Disclosure of Use of Designated Representative (sample copy)	132	
Buyer Broker Agreement (required if representing Buyer)	102	1/00
Regional Sales Contract (sample copy)	103	9/99

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II- BUYER CONSULTATION (continued)

	FORM	DATE
DC Jurisdictional Addendum to Regional Contract (sample copy)	114	11/03
Addendum of Clauses (sample copy)	1332A/B	2/00
Financial Information Sheet	1504	1/97
Some Information Relative to the Purchase of Real Estate	1318	11/03
Buyer's Estimated Settlement Costs	1502	2/03
+ Protect Your Family From Lead in Your Home pamphlet (required for pre-1978 properties)	EPA	
+ What Everyone Should Know About Equal Opportunity in Housing pamphlet	NAR	

Other Forms:

DC Condominium Addendum to Regional Contract (sample copy, if applicable)	122	1/97
Cooperative Addendum for use with either the MAR or Regional Contract (sample copy, if applicable)	126	5/00

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III- SALES

	FORM	DATE
Buyer Broker Agreement (required if representing Buyer)	102	1/00
Disclosure of Brokerage Relationship (required)	143	
Or Disclosure of Dual Representation (required, if applicable)	130	
Or Disclosure of Use of Designated Representative (required if applicable)	132	
Regional Sales Contract (required)	103	9/99
DC Jurisdictional Addendum to Regional Contract (required)	114	9/01
DC Condominium Addendum to Regional Contract (required, if applicable)	122	1/97
Cooperative Addendum for use with the Regional Contract (required, if applicable)	126	5/00
Addendum of Clauses (if the form is used, all five pages are required)	1332A/B	2/00
* Seller's Disclosure Statement (required)	104	7/99
* Federal Lead Paint Disclosure (required with pre-1978 properties)	500	7/01
+ Protect Your Family From Lead in Your Home pamphlet (required with pre-1978 properties)	EPA	
Financial Information Sheet	1504	9/97
Some Information Relative to the Purchase of Real Estate (required)	1318	11/03
Buyer's Estimated Settlement Costs	1502	2/03

Other Forms:

A Real Estate Licensee's Role in Conducting Real Estate Transactions pamphlet	DCREC	8/99
Home Inspection Notice	950	11/00
FHA Addendum (required with FHA loans)	117	4/01
Importance of a Home Inspection (required with FHA loans)	HUD92564-cn	6/99
Pre-Settlement Occupancy Agreement	127	12/89
Post-Settlement Occupancy Agreement	1309	5/03

* COPIES OF THESE DISCLOSURES SIGNED BY THE SELLER SHOULD BE PROVIDED TO THE BUYER TO BE INCLUDED AS PART OF THE OFFER/CONTRACT.

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